

THORPE MALSOR PARISH COUNCIL

All Councillors are summoned to the Annual Meeting of Thorpe Malsor Parish Council on

Monday, 12th May 2025 at 7.15 pm

in the Village Hall, Thorpe Malsor

AGENDA – ANNUAL MEETING

1. Election of Chair.
2. To confirm receipt of completed Declarations of Acceptance of Office for all councillors.
3. Apologies for absence.
4. To fill vacancies on the council by co-option.
5. To receive declarations of interest relating to business on the agenda.
6. To confirm parish representatives:
 - a) Internal Controls Councillor
 - b) Footpaths Warden
 - c) Police Liaison Representative
 - d) Health & Safety Officer
 - e) Defibrillator Officer
 - f) Any other representatives that may be considered necessary
7. Approval and signature of minutes of the Ordinary meeting of 31st March 2025.
8. Matters arising from the minutes not covered below on the agenda.
9. Open Forum (public participation session).
10. Annual Governance and Accountability Return (AGAR) for 2024-25 Financial Year
 - a) Receive and note any recommendations from the Internal Auditor's Report dated 22/04/25
 - b) To approve the Annual Governance Statement (Section 1)
 - c) To approve the Accounting Statements (Section 2)
 - d) To approve the Certificate of Exemption
 - e) To confirm the dates for the Exercise of Public Rights as 3rd June to 14th July 2025
11. Finance
 - a) To receive the Finance Report and approve the Schedule of Payments.
 - b) To consider quotations for renewal of the Council's insurance.
12. To review and approve the following policies/procedures: Financial Regulations (updated model for local councils) and Complaints Procedure.
13. To receive a report following inspection of the council's assets.
14. To consider Planning Application NK/2025/0171:
Listed Building Consent: Insert window to ground floor rear elevation
Location: The Old Bakery, 24 Church Way, Thorpe Malsor
15. To set the date of the next meeting of the council.

Signed: Dated:

Helen Sharp, Acting Clerk, Thorpe Malsor Parish Council