

# Colwich Parish Council



To: All Councillors

**YOU ARE SUMMONED TO THE ANNUAL MEETING OF THE FULL COUNCIL, ON THURSDAY 2<sup>ND</sup> MAY 2024 AT THE PARISH CENTRE, ST. MARY'S ROAD, LITTLE HAYWOOD, COMMENCING AT 7:30PM.**

Revd Mr Michael Lennon FSLCC  
Chief Officer  
27<sup>th</sup> April 2024

Full Council: 14 members

Quorum: 5 members

If you wish to join the meeting on line,  
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Meeting ID: 341 654 123 526

Passcode: PTqbT5

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**PUBLIC PARTICIPATION (10 minutes).** Members of the public may speak once, for up to 3 minutes, on any matter itemised on the agenda.

## AGENDA.

- 53/24 TO ELECT THE CHAIRMAN OF THE COUNCIL FOR 2024/25 AND TO SIGN THE DECLARATION OF OFFICE.**
- 54/24 TO ELECT THE VICE CHAIRMAN OF THE COUNCIL FOR 2024/25 AND TO SIGN THE DECLARATION OF OFFICE.**
- 55/24 TO RECEIVE APOLOGIES.**
- 56/24 TO RECEIVE DECLARATIONS OF INTEREST.**
- 57/24 TO CONSIDER WRITTEN REQUESTS FOR DISPENSATION UNDER THE LOCALISM ACT 2011.**
- 58/24 SIGHTING OF THE DEEDS FOR LAND AND PROPERTY OWNED OR HELD IN TRUST BY THE COUNCIL.**
- 59/24 TO CONSIDER AND AGREE THE COUNCIL'S COMMITTEES AND ELECT THE MEMBERSHIP, CHAIRMAN AND VICE CHAIRMAN.**

- 60/24 TO CONSIDER AND AGREE THE COUNCIL REPRESENTATIVES WITH OUTSIDE BODIES.**
- 61/24 TO CONSIDER AND AGREE THE NUMBER AND NAMES OF COUNCILLORS TO SIGN CHEQUES AND/OR AUTHORISE ONLINE PAYMENTS FROM OUR UNITY TRUST BANK ACCOUNT.**
- 62/24 TO CONSIDER AND AGREE THE NUMBER OF NAMES OF COUNCILLORS AUTHORISED TO DEPOSIT FUNDS WITH/WITHDRAW FUNDS FROM OUR CCLA DEPOSIT ACCOUNTS.**
- 63/24 TO CONSIDER AND CONFIRM THE ON-GOING ARRANGEMENT WITH ROSEACRE AND CANALSIDE FOR SUPPORT TO THE IN BLOOMERS.**
- 64/24 TO CONSIDER AND AGREE THE 2023/24 SMALL GRANTS PROGRAMME.**
- 65/24 TO CONSIDER AND AGREE THE WINNER OF THE “CITIZEN OF THE YEAR” TROPHY.**
- 66/24 TO CONSIDER, AGREE AND SIGN THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 11<sup>TH</sup> APRIL 2024.**
- 67/24 TO CONSIDER, AGREE AND SIGN THE MINUTES OF THE EMPLOYMENT COMMITTEE MEETING HELD ON 19<sup>TH</sup> OCTOBER 2023.**
- 68/24 TO CONSIDER, AGREE AND SIGN THE MINUTES OF THE EMPLOYMENT COMMITTEE MEETING HELD ON 18<sup>TH</sup> APRIL 2024.**
- 69/24 TO RECEIVE AND NOTE THE BOROUGH COUNCILLORS’S REPORTS.**
- 70/24 TO RECEIVE AND NOTE THE COUNTY COUNCILLOR’S REPORT.**
- 71/24 ANNUAL GOVERNANCE REPORT**
- a. To note the Summary Income and Expenditure by Budget Heading as at 31<sup>st</sup> March 2024 – Committee Report
  - b. To note the Summary Income and Expenditure by Budget Heading as at 31<sup>st</sup> March 2024 – Cost Centre Report
  - c. To note the Income and Expenditure Account for Year Ended 31<sup>st</sup> March 2024
  - d. To note the Balance Sheet as at 31<sup>st</sup> March 2024
  - e. To consider and agree the Annual Governance and Accountability Return 2023/24.

- f. To note the Internal Auditors report 2023/24 (if received).
- g. To consider and complete the Annual Governance Statement 2023/24.
- h. To consider and complete the Annual Accounting Statement 2023/24.
- i. To consider and confirm the reappointment of Toplis Associates Ltd as the internal Auditor for the 2024/25 financial year.

**72/24 TO CONSIDER AND AGREE THE DATE OF ANNOUNCEMENT AND THE COMMENCEMENT AND ENDING DATES FOR THE EXERCISE OF PUBLIC RIGHTS.**

**73/24 TO CONSIDER AND AGREE THE VAN INSURANCE QUOTE.**

**74/24 TO CONSIDER AND AGREE AMENDING THE ADMINISTRATION HANDBOOK, STAFF HANDBOOK AND H&S HANDBOOK; THE ANNUAL REVIEW DATES AND POLICY DOCUMENT NUMBERS.**

**75/24 DATE OF NEXT MEETING: 5<sup>TH</sup> JUNE 2024.**