

Local Government Act 1972

WADDINGTON PARISH COUNCIL

NOTICE OF THE ANNUAL PARISH COUNCIL MEETING

THE MEETING WILL TAKE PLACE ON MONDAY 13th MAY 2024 at 7pm

in the Refectory meeting room at St Helen's Church Waddington (entrance by the stocks at the door on the side of the church), commencing at 7.00pm

AGENDA

1. Election of CHAIRMAN for Waddington Parish Council who will then sign Acceptance of Office of Chairman

2. To accept and approve any apologies for absence

3. To note the Minutes of the Previous Annual Parish Council Meeting, last held on 15th May 2024. All Parish Council Minutes are on Waddington Parish Council's website

4. To consider and approve (including any amendments) to Waddington Parish Council policies (on Parish Council website)
 - a) Standing Orders
 - b) Code of Conduct
 - c) Annual Leave Policy
 - d) Anti-Bullying & Harassment Policy
 - e) Data Protection Policy
 - f) Disciplinary Policy
 - g) Emergency Dependents Leave Policy
 - h) Equality and Diversity Policy
 - i) Expenses Policy
 - j) Flexible Working Policy
 - k) Homeworking Policy
 - l) Lone Working Policy
 - m) Maternity Leave and Pay Policy
 - n) Paternity Leave and Pay Policy
 - o) Performance Improvement Procedure and Policy
 - p) Sickness and Absence Policy
 - q) Training and Development Policy
 - r) Whistleblowing Policy
 - s) Fixed Asset Register
 - t) Financial Regulations – copy circulated
 - u) Publication Scheme

5. To consider and approve that Waddington Parish Council continues to operate under the General Power of Competence

6. Confirm Signatories of bank account

7. To consider and approve Annual Governance & Accounts Statements
 - a) Annual Governance Statement to 31 March 2024
 - b) Internal Audit Report to 31 March 2024
 - c) Annual Accounting Statements to 31 March 2024
 - d) Period for the Exercise of Public Rights (recommended to be Monday 13 June 2024 to Friday 22 July 2024 inclusive)

8. Election of Officers – note that Chairman & Vice Chairman are ex-officio members of all Committees & Working Parties
 - Vice Chairman (if required, since this is not a legal requirement).
 - Finance Committee
 - Working Parties (as listed when agreed)
 - Asset Working Party / Committee with defined remit & powers
 - RVBC Liaison Representatives – 2 Representatives

9. To confirm suggested dates for Parish Council meetings in the year 2023/24 ***Including venue & frequency***

Dates to be confirmed

May 8th 2024

June 10th 2024

July 8th 2024

No meeting August

September 9th 2024

October 14th 2024

November 11th 2024

December 9th 2024

January 13th 2025

February 10th 2025

March 10th 2025

10. Any Other Annual Parish Council Meeting Business