EATON UNDER HEYWOOD & HOPE BOWDLER PARISH COUNCIL

Chairman – Cllr. Graham Watts

**THE MEETING**

**OF EATON UNDER HEYWOOD & HOPE BOWDLER PARISH COUNCIL**

**will be held at HOPE BOWDLER VILLAGE HALL**

**7,30pm on MONDAY 20th MAY 2024, following the Annual Parish Meeting.**

**COUNCILLORS ARE SUMMONED TO ATTEND TO DEAL WITH THE FOLLOWING BUSINESS**

 **Signed: Jean de Rusett Clerk to the Council, 13th May 2024**

**A G E N D A**

1. **Election of Chairman for 2024/2025** and completion by Chairman of Acceptance of Office form
2. **To record those present and to receive apologies from absent members**.
3. **Declaration of interest relating to this meeting**: To receive declarations under consideration on this agenda in accordance with the Localism Act 2011 & the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012
4. **Public question time**: 10 minutes allotted to members of the public to raise any questions with the parish councillors
5. **Minutes.** To approve and confirm as a correct record the Minutes of the parish council meeting held on 15th April 2024
6. **Matters Arising:** To consider matters arising from the Minutes of 15th April 2024

1. **Reports:** To receive a Report from Shropshire Cllr Motley and any other reports.
2. **Planning – to consider any applications or planning issues**

1. **Correspondence:** To consider communications and correspondence received.
2. **Highways:** To consider highways and environmental matters.

 **11. Finance**:

11.1 – Consideration of Finance Report for May 2024 and approval of cheques to be authorised for payment.

11.2 – To perform a verification of Clerk’s reconciliation between bank statement and cash book for May 2024.

11.3 – to review IT backup system and to add Microsoft Cloud

 **12**. **2023 – 2024 Audit:** To consider the following Audit 2023 – 2024 matters:

 12,1 – To consider the Internal Auditor’s Report for the year 2023-2024 prepared by Mrs J Griffiths

 12.2 – To approve Section 1 of the Annual Governance & Accountability Return (AGAR) for 2023 – 2024

* 1. – To approve Section 2 of AGAR – the Accounting Statements for 2023/2024
	2. – To approve the Explanation of Variances form
	3. – To approve the Certificate of Exemption

12.6 - To approve the Notice of Public Rights and Publication of the AGAR for an exempt authority

.**13**. **Any other business (for the dissemination of information only)**

**Date and venue of the next Parish Council meeting**

**Monday 17th June 2024, 7.30pm at Ticklerton Village Hall**

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