Grindon and Thorpe Thewles Parish Council

Parish Clerk: Minna Ireland
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3 May 2022

Councillors,

You are summoned to attend the Annual Meeting of Grindon and Thorpe Thewles Parish Council which will be held at 6.30pm on Tuesday 10th May 2022 at Thorpe Thewles Parish Hall**.**

Minna Ireland
Clerk to the Council

AGENDA

The outgoing Chairman will take the chair until the new Chairman is elected.

1. **Election of Chair**
   a) To elect the Chairman for the forthcoming year
   b) The Chairman to sign the Acceptance of Office form.
2. **Election of Vice-Chair**
   a) To elect the Vice-Chairman for the forthcoming year
   b) The Vice-Chairman to sign the Acceptance of Office form.
3. **Declaration of Interests** *(Councillors to declare any interests in accordance with the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2021 in relation to the meeting.*
4. **Apologies** *(To note apologies from Councillors not present at the meeting)*
5. **Formation of Sub-Committees**
   (To decide the formation of Sub-Committees and their respective delegated authority).
   a) Village Improvement & Maintenance Committee
   b) Personnel Committee
   c) Social Activities Committee
6. **Annual Accounts –** to receive and approve the unaudited Annual Accounts and Balance Sheet
7. **Banking Arrangements** *(To agree banking arrangements for the year and agree any changes to the nominated signatories)*
8. **To note the Asset Register** dated 31st March 2022
9. **To approve the Risk Register** dated 1st April 2022
10. **Insurance Cover**
    a) To note the proposed insurance cover and decide whether it is accurate
    b) To agree payment of the Insurance premium.
11. **Annual Governance and Accountability Return (AGAR)** for the year ending 31 March 2022
    Responsible Financial Officer for the year 2022/23 – to agree Clerk will undertake this role.
12. **Appointment of Internal Auditor** for 2022 -2023 and agree remuneration.

NB: The accounts have not yet been checked by the Internal Auditor; once this has been done the Audited accounts will be presented for approval at the June meeting.

After a comfort break the Parish Council will reconvene for the 'Ordinary' monthly meeting.