

ANSTON PARISH COUNCIL

NOTICE OF THE ANNUAL MEETING OF THE PARISH COUNCIL

Dear Councillors,

You are hereby summoned to attend the Annual Meeting of Anston Parish Council to be held at **St James Church Hall**, Ryton Road, North Anston, Sheffield, S25 4DL On Monday 20th May 2024 commencing at 7pm for the purpose of transacting the following business.

Andrew Woodhead

Clerk to Anston Parish Council

1. Election of Chairman

- a)-To elect the Chairman of the Parish Council for 2024/2025
- b)-Declarations of acceptance of office- Chairman
- c)-Declarations of acceptance of office- Councillors

2. Election of Vice-Chairman

To elect the Vice-Chairman of the Parish Council for 2024/2025

3. Public Participation

To receive questions for consideration by the Parish Council from members of the public.

4. Apologies

To consider apologies for absence.

5. To record any Declaration of Interest

6. To consider any matters which should be dealt with in open, or confidential session.

(items for which the Press and Public may be excluded further to the Public Bodies (Admission to Meetings) Act 1960.

7. Minutes of meetings

To receive and confirm the minutes of the meeting of the Parish Council held on Monday 26th February 2024.

8. Annual Governance and Accountability Return for 2023-2024

- (a) To receive the report of the internal auditor for the 2023-2024 financial year and to consider any action required.
- (b) To complete and adopt the Annual Governance Statement of the Annual Governance & Accountability Return for 2023-2024
- (c) To complete and adopt the Accounting Statements for the Annual Governance & Accountability Return for 2023-2024
- (d) To set the dates for the period of public rights of inspection in relation to the Annual Governance & Accountability Return for 2023-2024

9. Committee arrangements and membership

- a)- To review the amended terms of reference of the Finance Committee to form a Finance and General Purposes Committee.
- (b)- To agree Finance and General Purposes Committee membership for 2024-25.
- (c)- To review the amended terms of reference of the Staffing Committee.
- (d)- To agree Staffing Committee membership for 2024-25.

10. Nominations to Rotherham Councils (RMBC) Joint Working Group (JWG) & Representation on any other outside bodies

- (a) To agree Parish Council nominations for RMBC JWG.
- (b) To agree Parish Council representatives for meetings on any other outside bodies.

11. Review of Policies and other arrangements

To review the standing orders and financial regulations of the Council and to consider any action required.

12. Discussion of any item(s) for which the Press and Public have been excluded.

To discuss and take decisions about any agenda item(s) for which the press and public have been excluded.

13. Meeting Dates

- (a) To agree the time and place of ordinary meetings of the Council up to and including the next Annual Meeting of the Council.
- (b) To set the date of the 2025 Annual Parish Meeting.

Circulation

Councillors: D Graham, S Concannon, C Jepson, C Tawn, A Scholey, E Pack, A Pack & S Scott
Borough Councillors: D Tarmey, T Baum-Dixon & J Blackham.
Staff: M Gazur, D Hill.

Andrew Woodhead

Clerk to Anston Parish Council

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14/05/2024