

Madingley Parish Council

**I hereby give notice that the Parish Council Meeting of Madingley Parish Council will be held on Thursday
16th May 2024 at 6.30pm**

All members of the Council are hereby summoned to attend for the purposes of considering and resolving the business to be transacted at the meeting as set out below.

Members 5
Vacancies 0
Quorum 3

Annual Meeting of Madingley Parish Council

- 160524/1 Chairmans Welcome**
- 160524/2 To Elect a Chairman of the Council and receive Chairman’s Declaration of Acceptance of Office**
- 160524/3 To Elect a Vice Chairman of the Council and receive Vice Chairman’s Declaration of Acceptance of Office**
- 160524/4 To Accept Apologies for Absence**
- 160524/5 To Accept Parish Councillors Declarations of Interest for Matters on the Agenda**
Members of the Council are subject to the Relevant Authorities (Disclosable Pecuniary Interest) Regulations 2012 following adoption of the Code of Conduct. **ALL dispensations requests much be made to the Clerk prior to the meeting.**
- 160524/6 To Accept a Report from County and District Councillors**
- 160524/7 To Approve the Minutes of Meeting held on Thursday 21st March 2024**
- 160524/8 To Approve and Adopt the Standing Orders**
- 160524/9 To Approve and Adopt the Financial Regulation and Internal Financial Control Documents**
- 160524/10 To Approve the Councils Policies and Procedures, including the adoption of General Power of Competence**
- 160524/11 To Approve the Standards and Code of Conduct for Members**
- 160524/12 To receive and Approve Internal Audit Report 2023/24**
- 160524/13 AGAR 23/24: External Audit Certificate of Exemption to be Approved.**
- 160524/14 AGAR 23/24: Annual Governance Statement to be Approved.**
- 160524/15 AGAR 23/24: Annual Accounting Statement to be Approved.**
- 160524/16 To Appoint an Internal Auditor for 2024/25**
- 160524/17 Matters for discussion**
- a) Play Area Annual Inspection Report
 - b) 20 mph LHI Application Update
 - c) To discuss the Parish Council Insurance Renewal
- 160524/18 To Discuss Planning Matters**

Remote decisions on planning applications were made via email and voting records retained.

New Applications

None

Updates and Decisions Received-

24/01027/FUL Madingley Hall, Church Lane, Madingley

Retention of Temporary building until 31st July 2025 – awaiting decision

24/00633/FUL Entrance to Granary Court, Madingley

Alteration, new kerb and surfacing – permission granted.

160524/19

Finance and Policy

To accept bank reconciliation up until 30th April 2024

- i. Income received.
 - HMRC VAT Reclaim £140.18
- ii. Payments made and records retained (up to 07.05.2024):
 - March
 - Redshoes – payroll services £45.00
 - Vision ICT – Website £182.66
 - Unity Bank - Service Charge £18.00
 - HMRC, Staffing and Expenses £778.67
 - SSE – Street Light Energy £38.46
 - April
 - S J Alexander £75.00
 - HMRC, Staffing and Expenses £778.67
 - Madingley Village Hall Grant £1375.00
 - SSE – Street Light Energy £35.98

160524/20

To accept notices and matter for the next agenda

Please note that no decisions can lawfully be made under this item. LGA 1972 s12 10(2) (b) states that business must be specified; therefore, the Council cannot lawfully raise matters for discussion.

160524/21

Date and time of next meeting – Thursday 18th July 2023 at 6pm

160524/22

To Agree to hold a Public Forum

Councillors with pecuniary interests must leave the room immediately prior to any discussion on a disclosed interest this could be during the public forum or elsewhere on the agenda. Councillors cannot remain in the room to hear the representations of others nor make any representation to the meeting. Please note: When the Council starts to discuss any item on the agenda, where a member has an interest, the member with that interest must have regard to the Code of Conduct and make the necessary disclosure (if not done in Item 2) and leave the meeting. At the close of this agenda item members of the public will no longer be permitted to address the Council

K Peck

Karen Peck

Clerk & Responsible Finance Officer to Madingley Parish Council

Dated : 07.5.2024