



# Shelford Parish Council

## Annual Parish Council Meeting

12<sup>th</sup> May 2023

Council Members are hereby summoned, and members of the public and press are invited to attend the next meeting to be held in the Shelford Village Hall, Shelford on **Wednesday 17th May 2023, not before 6.15pm.**

*Emma Goodman*

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Deputy Clerk and RFO to the Council

### **AGENDA**

- 1) To elect the Chair of the Council and to receive the Declaration of Acceptance of Office for 2023/2024
- 2) To elect the Vice Chair of the Council and to receive the Declaration of Acceptance of Office for 2023/2024
- 3) Councillors' declaration of acceptance of office and sign declaration of office forms.
- 4) Apologies
- 5) Declarations of Interest
- 6) Minutes – to approve the minutes of the Annual Parish Council Meeting of 11<sup>th</sup> May 2022: Approve minutes of Parish Council Meeting 22<sup>nd</sup> March 2023
- 7) Review and Adopt the Standing Orders of Shelford Parish Council
- 8) Review and Adopt the Financial Regulations of Shelford Parish Council
- 9) Review and Adopt Policies of Shelford Parish Council
- 10) Review and agree Insurance renewal.
- 11) Open session for the public (limited to 15 minutes)
- 12) County / Borough Councillor Updates and Questions
- 13) Finance

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- a) Schedule of Payments/Reimbursements
- b) Full year budget report
- c) AGAR

14) Planning Applications

15) a) Report from Clerk

b) Reports from Councillors

16) Date of Next Parish Council Meeting – **Wednesday 19<sup>th</sup> July 2023 at 6.00pm**

The chairman to move that the press and public be excluded from the meeting during consideration of the following agenda items on the grounds that it involves confidential information as defined in section 1 (2) of the Public Bodies (Admission to meetings) Act 1960.

17) Employment matters

Notes for the Public: Unless otherwise stated all meetings of the Parish Council are open for the public to join. In the interests of transparency, the council asks that any person who wishes to record the meeting proceedings inform the Chairman prior to the meeting. The agenda is structured into four sections – notification of new issues, decisions on priorities and improvements, ongoing management of the council and planning ahead. There is an Open Session on the Agenda at which time members of the public are invited to raise any matters pertaining to the work of the council/agenda items, limited to fifteen minutes, during which the Standing Orders will be suspended.