

SCARISBRICK PARISH COUNCIL

To Members of Scarisbrick Parish Council.

You are hereby summoned to attend the Annual Meeting of Scarisbrick Parish Council to be held at 7.30 pm in the Village Hall, Smithy Lane, Scarisbrick on Monday 9th May 2022 for the transaction of the following business.

Judith Smith
Clerk to the Council

Date: 4th May 2022

AGENDA

- 22/091 ELECTION OF CHAIRPERSON OF THE COUNCIL** for the next 12 months
- 22/092 ELECTION OF VICE-CHAIRPERSON OF THE COUNCIL** for the next 12 months.
- 22/093 APOLOGIES:** to receive apologies and approve reasons for absence
- 22/094 DECLARATIONS OF INTEREST:** (a) to declare any disclosable pecuniary or non-pecuniary interest in matters on the agenda; (b) to consider requests for dispensation
- 22/095 MINUTES:** to approve the minutes of the meeting held on 4th April 2022 as a correct record (circulated and attached)
- 22/096 ADJOURNMENT OF THE MEETING:** for Borough Councillor reports and matters raised by the public for discussion
- 22/097 PLANNING:** to consider the planning applications on the attached list
- 22/098 SPC WORKING GROUPS PROGRESS REPORTS:
ROAD TRAFFIC WORKING GROUP:**
To receive update on proposed actions (minutes attached)
- MILLENNIUM WOOD WORKING GROUP:**
To receive update on quotes requested (minutes attached)
- 22/099 2022/23 INSURANCE RENEWAL:** to approve payment of renewal premium £713.73
- 22/100 FINANCE:**
- a) to consider accounts for payment on the attached list
 - b) to note remittance advices received on the attached list
 - c) to receive the 2021-22 Quarter 4 (Jan22 to Mar 22) bank reconciliation (attached)
 - d) to receive and approve the 2021-22 budget outturn report (circulated and attached)
 - e) to receive and approve the 2021-22 Annual Financial Statement of Accounts (circulated and attached)
- 22/101 INTERNAL AUDITOR'S REPORT (YEAR ENDING 31 MARCH 2022):** to note the Internal Auditor's Report. (attached)
- 21/102 REVIEW OF EFFECTIVENESS OF INTERNAL CONTROL:** to receive and approve the review of the effectiveness of internal control carried out by the Chair and Vice-Chair.(attached)
- 22/103 2021-22 ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN (AGAR):**
- a) to approve AGAR timetable, including exercise of public rights period (attached)
 - b) to note the AGAR Annual Internal Audit Report (attached)
 - c) to complete and approve the Annual Governance Statement – Section 1 (AGS) (attached with further details)
 - d) to review and approve Accounting Statements- AGAR Section 2 (attached)
- 22/104 2021/22 VAT CLAIM:** to note 2021/22 VAT claim for £535.54 submitted to HMRC (attached)
- 22/105 BANK MANDATE:** to approve amendment to signatories (attached)
- 22/106 FLOOD EQUIPMENT SHOPPING LIST:** to receive update on the purchase of flood equipment and potential storage facilities
- 22/107 2022 SCARISBRICK GARDENING COMPETITION (Cllr Makin):** to consider arrangements
- 22/108 WLBC CAPITAL GRANT APPLICATION:** To note that the application has been successful and to note the conditions attached to the award (attached)
- 22/109 COUNCILLOR VACANCIES:** to consider co-option arrangements
- 22/110 2022-23 INTERNAL AUDIT ARRANGEMENTS:** To note correspondence from new auditor and revised audit frequency to ensure continuous audit throughout the year (attached)
- 22/111 REGISTER OF INTERESTS UPDATE:** To receive forms to update Register for 2022/23. Completed forms to be returned at SPC meeting on 13th June 2022.
- 22/112 CLERKS REPORT: FOR INFORMATION** (attached)
- 22/113 COUNCILLORS REPORTS AND ITEMS FOR FUTURE AGENDAS;** to receive Councillors reports (for information only) and requests for future agenda items