

HASTINGLEIGH PARISH COUNCIL

Cllr Day
Cllr Dryland
Cllr Helmer
Cllr Hill
Cllr Jakeman

The Briars
The Street
Hastingleigh
Ashford Kent
TN25 5HU
01233 750415

The Annual Meeting of Hastingleigh Parish Council will be held at Evington Hall on Tuesday 16th May 2023 at 7.30pm, and you are summoned to attend.

AGENDA

1. Election of the Chairman and any Vice-Chairman for the Council year 2023-24
2. Completion of the Declaration of Pecuniary Interests and Declaration of Acceptance of Office Forms
3. To receive and approve apologies for absence
4. To receive declarations of interest (Disclosable Pecuniary Interests and Other Significant Interests). The nature as well as the existence of any such interest must be declared.
5. To approve the minutes of the meetings held on 14th March 2023
6. To discuss matters arising from previous minutes that are not covered by the agenda
7. To receive reports from the Borough Councillor
8. Public Session: To receive questions and comments from the public on any agenda item
9. To confirm eligibility to use the General Power of Competence
10. To agree representatives on other Committees for 2023/24
 - a. Village Hall Representative
 - b. KALC Representative
 - c. Joint Asset Management Committee
11. Appointment and Scope of the Internal Auditor
12. To agree application to the Helping Hands Grant Scheme to assist with Hall Hire for the Warm Space (Coffee Mornings and Afternoon Chats)
13. To receive an update on the Football Field/Pond
14. Planning matters: to authorise a response to any application(s) and to note any recent planning decisions by Ashford Borough Council or any correspondence on planning matters

See Appendix
15. To review the effectiveness of the System of Internal Controls: Councillors are asked to consider the Statement of Internal Control in support of the Annual Governance Statement.
16. To approve the Standing Orders, Asset Register and Risk Assessment and confirm arrangements for insurance cover in respect of all insured risks.
17. Review of the Council's subscriptions to other bodies ie KALC

18. Financial matters:

a) To approve the following financial documents:

- i. To receive the end of year accounts
- ii. To confirm that the Council can verify itself as exempt from the “limited assurance review” and complete the Certificate of Exemption.
- iii. To receive the report from the Internal Auditor
- iv. To approve the Governance Statement 2022/23, section 1 of the AGAR for the year ending 31 March 2023
- v. To consider and approve the Accounting Statements 2022/23, section 2 of the AGAR for the year ending 31 March 2023 and the supporting Bank Reconciliation as at 31st March 2023, the explanation of significant variance. To ensure that the Accounting Statements 2022/23 are signed and dated by the person presiding at the meeting.

b) To note the Parish Council’s financial position for the beginning of the new Financial Year.

c) To authorise any payments

19. Any Other Business (for information purposes only):

20. Determining the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council.

Tuesday 11th July 2023

Tuesday 12th September 2023

Tuesday 14th November 2023

Tuesday 9th January 2024

Tuesday 12th March 2024

Tuesday 14th May 2024



Tracey Block

Clerk to Hastingleigh Parish Council

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