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|  | **Members of Sproughton Parish Council are hereby summoned to attend the Annual Parish Council Meeting to be held in the Barley Room, Lower Street, Sproughton. On Wednesday 10th May 2023 at 7:30pm to transact the business as set out below.****AGENDA:**1. **ELECTION OF CHAIR**
2. **DECLARATION OF ACCEPTANCE OF OFFICE BY CHAIR**
3. **ELECTION OF VICE CHAIR**
4. **APOLOGIES**
5. **COUNCILLORS DECLARATIONS OF INTEREST RELEVANT TO ANY ITEM ON THE AGENDA**
6. **CONSIDERATION OF DISPENSATIONS FOR A PECUNIARY INTEREST**
7. **MINUTES**
	1. Councillors to consider and approve the minutes and confidential minutes of the Parish Council meeting held on 12th April 2023.
	2. To review actions from previous minutes.
8. **OPENING INCLUDING PUBLIC FORUM**
9. **ACTIONS & PROJECTS**
	1. Review TOR for the following committees Beer Festival, Burial Ground, Finance, HR and Planning.
	2. To confirm and re-elect committee members.
	3. Review and adopt standing orders.
	4. Review and adopt financial regulations.
	5. Review and agree Internal control statement.
	6. Review of Asset register.
	7. Review of Policies
	8. To agree meetings for 23/24
	9. To agree and appoint tree warden.
	10. Review and agree Direct Debits
	11. Review risk assessment
	12. Review and approve internal audit.

 1. **FINANCE**
	1. Monthly Payments – Councillors to approve this month’s payments:
	2. Bank Reconciliation - Councillors to approve this month’s bank reconciliation.
	3. Review and approve Sections 1 and to of AGAR
	4. Allotment- Councillors to consider and approve the cost to erect fencing to deter deer.
2. **REPORTS FROM COMMITTEES AND RELEVANT GROUPS**
	1. Burial Ground- Update on reduced GERB.
	2. PFMC- To consider applying for a Lease for the play area.
3. **TO AGREE TIME, DATE AND PLACE OF NEXT PARISH COUNCIL MEETING**
4. **ITEMS FOR NEXT MEETING**
5. **AOB**

**16.CLOSE OF MEETING**Kirsty WebberKirsty Webber, Clerk, Sproughton Parish Council |  |