



## Annual Meeting of the Parish Council 2022

### To Members of the Parish Council

You are hereby summoned to attend the Annual Meeting of the Parish Council at **7.00pm on Tuesday 17<sup>th</sup> May 2021** in the **Oriel Room, St Ricarius Church, Aberford**, for the purpose of transacting the following business.

Members of the public are welcome to attend the meeting,

**Please note that, subject to availability, all attendees should take a Covid lateral flow test the day before the meeting and confirm a negative result to the Clerk.**

P Wigglesworth  
Clerk to the Parish Council  
11<sup>th</sup> May 2022

### AGENDA

1. **Election of Chairman (DH)**
2. **Election of Vice Chairman (DH)**
3. **To receive apologies and approve reasons for absence (Chairman)**
4. **Report for previous year (DH)**
5. **Review of working and advisory groups (Chairman)**
  - a. To consider and agree which councillors will serve on each group and agree the responsibilities of each group (please see separate full list).
6. **Review of appointments to external organisations and additional responsibilities (Chairman)** (please see separate full list)
7. **To review internal audit report for 2021/22 (Clerk)** (previously circulated)
8. **Review and complete the required sections of the Annual Return for the year ended 31.03.22 (Clerk)**
  - a. Section 1 – Annual governance statement 2021/22
  - b. Section 2 – Accounting statements 2021/22
  - c. To consider the dates for posting the Notice of Public Rights on the PC noticeboards and website
9. **Review of Asset Register as at March 31 2022 (Clerk)** (previously circulated)
10. **To appoint up to two councillors to attend the YLCA Branch Meetings and for them to represent the council as voting representatives at the meetings (Clerk)**
11. **Review attendance record (May 2021 to April 2022) (Clerk)** (previously circulated)
12. **Review of the council's membership of other bodies (Clerk):**
  - a. Yorkshire Local Councils Association
  - b. Community First Yorkshire
  - c. Society for Local Council Clerks
13. **To set the date/time and place of ordinary meetings for the year ahead (Clerk)**

P Wigglesworth, Clerk to the Council

Appendices referred to in the Agenda are available on the Parish Council website or on application to the Clerk.

The Parish Council complies with the Mandatory Publication Scheme under the Freedom of Information Act. Information about the Council can be obtained from its website at: [www.aberford-pc.gov.uk](http://www.aberford-pc.gov.uk) or by contacting the Clerk.