

**NOTICE IS HEREBY GIVEN, and Members are summoned to attend** the Annual Parish Council Meeting to be held at Brookenby Community Centre, Kent Road, Brookenby on **Tuesday 6<sup>th</sup> May 2025 at 7.30 p.m.**

Prior to the commencement of the meeting there will be a public forum for a maximum of 15 minutes when members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. This must be done in the public forum, and members of the Public cannot interrupt the business of the meeting at other times, unless Standing Orders are suspended by the Chair of the Council. The business to be dealt with at the meeting is listed in the agenda.

This council supports the rights of anyone to record this meeting but advises that anyone so recording cannot disrupt the meeting, by means of the recording, and expresses the hope that the person (or persons) carrying out the recording have obtained the necessary legal advice, for themselves, to ensure they understand the rights of anyone present who does not wish to be filmed or recorded.

### **AGENDA**

1. To Elect a Chairman
2. To Elect a Vice Chairman
3. To receive apologies for absence
4. To receive declarations of interest under the Localism Act 2011- being any pecuniary or non-pecuniary interest in agenda items not previously on members' Register of Interests
5. To receive any reports from external organisations to include Ward Councillor, local associations and Police.
6. To approve the minutes of the Council Meeting held on 4th March 2025
7. To approve the minutes of the Council Meeting held on 11th April 2025
8. Finance Matters incl:
  - To approve financial report year ending 31/03/25
  - To approve payment of the Schedule of Payments
  - Receipts
  - Bank Reconciliation
9. To discuss the Annual Audit Report and resolve on any action to be taken

# **BROOKENBY**

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## **Parish Council**

10. To Approve the AGAR Section 1 (Annual Governance Statement) and resolve on any action to be taken.

11. To Approve the AGAR Section 2 (Annual Accounting Statements 2024/25) and resolve on any action to be taken.

12. To discuss addition AGAR documentation, including Exercise of Public Rights and variance report and resolve on any action to be taken

13. Clerk's Report

- Community Centre
- Correspondence Received

Date of the next full council meeting will be 01/07/25

Chris Bowles, Clerk to the Council

28/04/2024