

Lydiard Millicent Parish Council

ANNUAL MEETING OF THE PARISH COUNCIL
to be held on Thursday 2 May 2024
All Saints Church
7pm

Councillors:

M Allsop	S Chalker	D Coffey	C Hacker	S Hill-Wheeler
R Selwood	M Sharp	M Suleman	S Westwood	

Members of Lydiard Millicent Parish Council as listed above are summoned to attend a meeting of the Parish Council for the purpose of transacting the following business.

Tina Jones

Tina Jones PSLCC
Clerk to the Council

Date: 26 April 2024

A G E N D A

- 1. Election of Chairman**
Members are requested to Nominate a Chairman for the ensuing year, all nominations must be seconded
- 2. Election of Vice-Chairman**
Members are requested to Nominate a Vice-Chairman for the ensuing year, all nominations must be seconded
- 3. Acceptance of Office and Code of Conduct**
The newly appointed Chairman and Vice-Chairman are requested to sign their Acceptance of Office Forms authorised by the Clerk of the Council.
Once signed, each Councillor also agrees to the adopted Code of Conduct
- 4. Apologies for Absence**
To RECEIVE apologies
- 5. Declarations of Interest**
Members are reminded to DECLARE any interest they may have for any item on the agenda, no later than when the item is reached. As required under the Code of Conduct adopted by Lydiard Millicent Parish Council and by the Localism Act 2011.
- 6. Dispensations**
To NOTE any dispensations in respect of this agenda received prior to the meeting.
- 7. Standing Orders**
To REVIEW Standing Orders – with no proposed changes – by email only
- 8. Financial Regulations**
To REVIEW Financial Regulations – with no proposed changes – by email only
- 9. Appointment of Members to the Personnel Committee**
To APPOINT Members to the Committee, the Chairman and Vice-Chairman are automatically appointed with three other Councillors, Currently Councillors Allsop, Hacker, Selwood and Westwood.
- 10. Appointment of Councillors to the Footpath Working Party**
To APPOINT Members currently: Councillors Allsop, Hacker, Hill-Wheeler and Selwood.
- 11. Appointment of Councillors to the Planning Groups**
To APPOINT Members currently:
Group A - Councillors Allsop, Hacker, Selwood and Sharp.
Group B - Councillors Chalker, Hill-Wheeler, Suleman and Westwood.

12. **Appointment of Councillors to the Communications Group**
To APPOINT Members currently: Councillors Hill-Wheeler, Suleman and Westwood.
13. **Appointment of Councillors to the Community Environmental Group**
To APPOINT Members currently: Councillors Hill-Wheeler, Suleman and Westwood.
14. **Appointment of Signatories to the Bank Account**
To NOTE and APPROVE that the bank mandate signatories are the Parish Clerk, the Chairman and Vice-Chairman and one other Councillor. Currently signatories are Councillors Allsop, Hacker and Westwood.
15. **External and Internal Audits 2024-2025**
To NOTE the External Auditor is PKF Littlejohn.
To APPROVE the appointment of Auditing Solutions Limited to carry out the internal audit.
16. **General Power of Competence**
To NOTE the Parish Council cannot hold the General Power of Competence. To qualify at least two thirds of its members must hold office as a result of being declared elected.
17. **Representatives to Other Bodies and Parish Duties 2024-2025**

Name of Group	Currently
RWB and Cricklade Area Board	Cllr Westwood and Cllr Allsop
Community Area Transport Group	Cllr Suleman
Community Safety Forum	Cllr Sharp
Environmental Forum	Cllr Suleman
Community Carers Group	Cllr Hacker
Neighbourhood Watch	Cllr Sharp
Parish Hall	Cllr Allsop
Speed Indication Devices, Lorry & Speedwatch	Cllrs Chalker and Sharp

17. **Review of On-line Register of Interests**
Members are reminded to REVIEW their online Register of Interests, and to advise the Clerk if any amendments are required. Members are obliged to notify the Monitoring Officer of a change to disclosable interests, or a new interest within 28 days of becoming aware of it. These should be passed to the Parish Clerk to register online.
<https://services.wiltshire.gov.uk/TownAndParish/ROI/Council/746>