



The **ANNUAL GENERAL MEETING** of the Staverton Parish Council is to be held on **Monday 16TH May 2022** commencing at **7 pm** for the purpose of transacting the following business.

[June Jones, Parish Clerk](#)

ANNUAL GENERAL MEETING AGENDA

1. **APOLOGIES**
2. **MINUTES OF THE LAST AGM MEETING (17 May 2021)**
3. **ELECTION TO OFFICE** - Votes for Chair and Vice Chair to stay in office until May 2023 and Declaration of Office for all members to be signed in the presence of the Parish Clerk
4. **RESIGNATION of Cllr Alison Godfrey from Staverton Parish Council**
5. **PARISH COUNCILLOR APPLICATION OF MR KEVIN PERRETT to join Staverton Parish Council**
6. **REGISTER OF INTERESTS – 28 DAY DEADLINE**
7. **SPORTS GROUND, VILLAGE HALL, PLAY AREA and GENERAL**
 - a. Metal Store for Field Mower – White Horse Property Services
 - b. Village Hall Hires – Discuss Fees for 2022/23 – Chair Simon Richardson
 - c. Football Hires 2022-23
 - d. Play Area Twin Swings – Repairs
 - e. Play Area Saucer Swing – Bird droppings
 - f. Replacement floor covering for Village Hall
 - g. Equinox Explorer Scout Unit Parish Application for Donation
8. **FINANCE**
 - a. Clerk's Financial Report
 - b. Annual Internal Audit Report – Auditing Solutions Ltd – Discuss any recommendations
 - c. Approve Annual Governance Statement re sound internal control by PC on Annual Return 2021/22
 - d. Approve Unaudited Annual Governance & Accountability Return (AGAR 3) for 2021/22
 - e. Agree Reserves – 2021/22
 - f. Approve Unaudited Year End Accounts for Staverton Parish Council 2021/22
 - g. Commencement date for the Exercise of Public Rights to Access Accounts 2021/22
 - h. Approve External and Internal Auditors for 2022/23 (PFK Littlejohn LLP and Auditing Solutions Ltd)
 - i. Approve membership of WALC/NALC 2022/23 £574.79 pa
 - j. Julian Hodge Bank Investment ending 20th May 2022
9. **DATE OF THE NEXT PARISH COUNCIL MEETING is Monday 18th July 2022 and time and close of meeting.**

<u>Meeting Dates for 2022/23</u>	17	JANUARY 2022	16	MAY 2022 AGM & APM	12	SEPTEMBER 2022	17	JANUARY 2023
On Mondays starting at 7.00 pm AT THE VILLAGE HALL	14	MARCH 2022	18	JULY 2022	14	NOVEMBER 2022		