

RYHILL PARISH COUNCIL

Dear Councillor

You are summoned to attend the annual meeting of the council to be held at St Paul's Methodist Church, Chapel Street, Ryhill on Tuesday 14th May 2024, commencing at 6pm for the transaction of the following business.

C R Greaves

Charles Greaves (Clerk)

AGENDA – ANNUAL MEETING

- 1 Election of Chair and Deputy Chair**
- 2 Acceptance of office forms (as required)**
- 3 Apologies and reasons for absence**
- 4 Declarations of interest, new DPI returns and dispensation requests**
- 5 Approve the minutes of the council meeting 9th April 2024**
- 6 Appointments to Working Groups and Outside Bodies**
 - 6.1 Allotment working group (5)**
 - 6.2 Allotment Sites contacts (2)**
 - 6.3 Highways & Environment contacts (3)**
 - 6.4 Newsletter administration (1)**
 - 6.5 Planning contacts (5)**
 - 6.6 Rycroft Leisure representative (1)**
 - 6.7 Rycroft Trading representative (1)**
 - 6.8 Safe Scheme contacts (2)**
 - 6.9 Special Events working group (3)**
 - 6.10 Website administration (4)**
 - 6.11 WMDC contacts (2)**
 - 6.12 YLCA contacts (2)**
- 7 General Power of Competence / s137 (£10.81)**
- 8 Approve the Annual Accounts for 2023/24**

- 9 Note the External Auditor and Appoint the Internal Auditor for 2024/25**
- 10 Approve the Policies of the Council**
- 10.1 Standing Orders**
 - 10.2 Financial Regulations (£1,000 delegation limit to Clerk)**
 - 10.3 Code of Conduct**
 - 10.4 Risk policy**
 - 10.5 Asset, Risk & Insurance Registers**
 - 10.6 Declarations of Office / DPI**
 - 10.7 ICO scheme**
 - 10.8 Employment policies**
 - 10.9 GDPR notices**
 - 10.10 Complaints procedure**
 - 10.11 Biodiversity policy**
 - 10.12 Reserves policy**
 - 10.13 Expenses policy**
- 11 Council meetings for 2024/25 - Dates Times and Venue of meetings (13/05/25)**

C R Greaves

**Charles Greaves
Clerk to the Council
Ryhill Parish Council**