



Thurcroft Parish Council

Gordon Bennett Memorial Hall, Green Arbour
Road, Thurcroft, Rotherham, S66 9DD

e: clerk@thurcroftparishcouncil.gov.uk

w: thurcroftparishcouncil.gov.uk

4th May 2023

Dear Sir/Madam

You are summoned to attend the **annual meeting** of Thurcroft Parish Council to be held **Thursday 11th May 2023 at 6.30pm** in the **Council Chambers** of the Gordon Bennett Memorial Hall.

This meeting is open to the public by virtue of the Public Bodies (Administration to Meetings) Act 1960 S1.

Yours faithfully

T. Collingham

Thomas Collingham

Clerk and Responsible Finance Officer

Apologies for absence should be notified to the Clerk prior to the meeting.

PUBLIC PARTICIPATION

Following completion of the first business the Parish Council will invite members of the public to put questions on relevant Parish matters or to make statements appertaining to items on the agenda for the meeting, prior to the commencement of other business.

This is for a period of up to 15 minutes.



Thurcroft Parish Council

Gordon Bennett Memorial Hall, Green Arbour
Road, Thurcroft, Rotherham, S66 9DD

e: clerk@thurcroftparishcouncil.gov.uk

w: thurcroftparishcouncil.gov.uk

Annual Meeting of the Parish Council

Thursday 11th May 2023

AGENDA

1. To elect a chairman for ensuring year, to be followed by the signing of the Chairman's Declaration of Acceptance of Office
2. To elect a Vice-chairman for the ensuing year, to be followed by the signing of the Chairman's Declaration of Acceptance of Office
3. To receive and approve reasons for absence
4. To receive declarations of interest in respect of business on the agenda
5. To identify any agenda items which may be considered following the exclusion of the press and public, due to the confidential nature to be discussed
6. Public Participation Session
7. To appoint any new committees in accordance with Standing Order 4
8. To appoint members to the Facilities Committee for the next 12 months
9. To appoint the chairperson of the Facilities committee for the next 12 months
10. To agree any changes to the Terms of Reference for the Facilities Committee for the next 12 months
11. To appoint members to the HR Committee for the next 12 months
12. To appoint the chairperson of the HR committee for the next 12 months
13. To agree any changes to the Terms of Reference for the HR Committee for the next 12 months
14. To appoint members to the Events Committee for the next 12 months
15. To appoint the chairperson of the Events committee for the next 12 months
16. To agree any changes to the Terms of Reference for the Events Committee for the next 12 months
17. To appoint members to the Environment Committee for the next 12 months
18. To appoint the chairman of the Environment committee for the next 12 months
19. To agree any changes to the Terms of Reference for the next 12 months
20. To appoint members to the Finance and General Committee for the next 12 months



Thurcroft Parish Council

Gordon Bennett Memorial Hall, Green Arbour
Road, Thurcroft, Rotherham, S66 9DD

e: clerk@thurcroftparishcouncil.gov.uk

w: thurcroftparishcouncil.gov.uk

21. To appoint the chairman of the Finance & General committee for the next 12 months
22. To agree any changes to the Terms of Reference for the next 12 months and to note in the last year committee meetings were not held and matters were dealt with by the full council
23. To review the Financial Regulations and consider adoption for a further 12 months
24. To review Standing Orders and consider adoption for a further 12 months
25. To review Scheme of Delegation and consider adoption for a further 12 months
26. To review signing arrangements for bank accounts for a further 12 months. To confirm continued use of internet banking arrangements as the usual way to make payments. Cheques to be used by exception. This consists of input by the clerk, followed by dual authorisation by two authorised signatories of payments listed for approval at the previous Parish Council meeting. Additionally, to agree input by the clerk, between meetings, of contractual payments such as Salaries and PAYE, subject to dual authorisation following input by the clerk, and reporting on the next payment list
27. To determine the time and place of ordinary meetings of the full council and any committee meetings up to and including the next annual meeting of the council
28. To consider continuation with existing annual subscriptions/fee for Information Commissioners Office (data protection) YLCA and SLCC, which will fall within the next 12 months
29. To review the payments incurred under s. 137 of the Local Government Act 1972 for the previous financial year 2022-2023
30. To review the complaints procedure and consider adoption for a further 12 months
31. To review the Council's policy for dealing with the press/media and consider adoption for a further 12 months
32. To consider a timetable schedule for reviewing all Council policies throughout the next municipal year