



Annual Meeting

Thursday 16th May 2024

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 consider reasons for absence
4. To receive declarations of personal and pecuniary interestⁱ for members and officers
5. To receive written requests for dispensations for disclosable pecuniary interests (if any)
6. To grant any requests for dispensation as appropriate
7. 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. Under Public Bodies (Admission to Meetings) Act 1960, S1 (2))
8. Public Participation Session
9. To appoint/dissolve/restructure standing committees in accordance with Standing Order 4
10. To review and consider the terms of reference for standing committees
11. To appoint members to standing committees
12. To appoint chairs to standing committees
13. To review and appoint members to any external bodies and consider reporting back procedures
14. To determine the time and place of ordinary meetings of the council and committee meetings up to and including the next annual meeting of the council
15. To review and consider council policies as outlined in Standing Order 5(j)
 - a. Financial Regulations
 - b. Standing Orders
 - c. Scheme of Delegation
 - d. Complaints Procedure
 - e. Media Policy
16. 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
17. To consider continuation with existing annual subscriptions/fee for Information Commissioners Office (data protection) YLCA, SLCC and ICCM, which will fall within the next 12 months



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18. To review and note payments made by Direct Debit
19. To review the payments incurred under s. 137 of the Local Government Act 1972 for the previous financial year
20. To note confirmation of the arrangement of insurance cover in respect to all insurable risk
21. To notify the clerk of matters for inclusion on the agenda of the next meeting

ⁱ A Councillor is at risk of prosecution for committing criminal offences in s.34 of the 2011 Localism Act if they, without dispensation, participates or votes on a matter being considered in which they have a disclosable pecuniary interest (s.31(4) of the 2011 Act). Or written notification of such DPI has not already been given to the Monitoring Officer and the member does not provide written notification of the interest to the Monitoring Officer with 28 days of the meeting (ss.31(2) and (3) of the 2011 Act). Or they knowingly or recklessly provide false or misleading information about the above (s.34 (2) of the 2011 Act).