

THORVERTON PARISH COUNCIL

You are summoned to attend the **ANNUAL PARISH MEETING**, the **ANNUAL COUNCIL MEETING** of Thorverton Parish Council and the **ANNUAL GENERAL MEETING** of the Thorverton Recreation Ground Trust to be held in the **Thorverton Memorial Hall** at **6:30pm** on **Tuesday 14th May 2024**. The business to be transacted is set out in the agenda below.

J P Roberts, Clerk to the Council

Members of the Press and Public are welcome to attend this meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960 (1) (2). There are no matters of a confidential nature for discussion under Part B (exclusion of press and public) at this meeting.

AGENDA

ANNUAL PARISH MEETING

- 1 **Thorverton Cricket Club** - Plans for 2024
- 2 **Thorverton Parish Council** - Report on 2023-24 from the Chairman.
- 3 **Public Questions & Comments**

ANNUAL COUNCIL MEETING

- 1 **Election of Chair**
- 2 **Apologies** - To consider any apologies for absence.
- 3 **Election of Vice-Chair and Allocation of Working Party Roles**
- 4 **Councillor Administration** - **Resignation**, Registers of Interests & Contact Details
- 5 **Review of Council Orders and Policies** - Standing Orders, Financial Regulations etc
- 6 **Financial Authorisation** - Bank, Cheque Signatories, Purchase Threshold for 3 Quotes
- 7 **Risk Management** - Risk Assessment for the next 12 months
- 8 **Dates and Times of Meetings** - For the coming year
- 9 **Public Open Session** - 15 minutes for members of the public to raise any issue of concern
- 10 **Declarations of Interest** - To receive any declarations relating to items on this agenda.
- 11 **Minutes** - To approve the meeting minutes of 9th April 2024.
- 12 **External Reports** - To receive reports from:
 - 12.1 County Councillor
 - 12.2 District Councillor
 - 12.3 Saturday Market
- 13 **Bullens Close** - Pothole outside no. 22
- 14 **Projects** - **Affordable Housing** - CLT Incorporation
- 15 **Handyman** - To discuss the work for the next month
- 16 **Planning and Consultations**
 - 16.1 [24/00503/LBC](#) **Higher Dunsaller** 23 windows 3 int & 1 ext door replacement
 - 16.2 [24/00150/FULL](#) **Lynch Farm** Roof to cover yard

This agenda, with background information, is available on our website
<http://www.thorvertonparishcouncil.org.uk/FullCouncil.aspx>

THORVERTON PARISH COUNCIL

ANNUAL COUNCIL MEETING AGENDA (cont.)

- 17 Accounts and Annual Governance and Accountability Return (AGAR)
- 17.1 Accounts for 2023-2024
 - 17.2 AGAR Internal Audit
 - 17.3 AGAR Governance
 - 17.4 AGAR Accounting
 - 17.5 Notice of Public Rights
- 18 Finance
- 18.1 Bank balance £ 61,311.80 (5th April 2024)
 - 18.2 Payments To consider the following payments:
 - 18.2.1 Thorverton Memorial Hall Room hire 2024-25 inv 0265 £ 312.00
 - 18.2.2 G Foster CLT Website development (inv188) £ 800.00
 - 18.2.3 Geoff Pook Professional services re TAHG & CLT £ 614.00
 - 18.2.4 Financial Conduct Authority CLT registration fee £ 120.00
 - 18.2.5 Arthur J Gallagher Insurance Brokers Ltd Annual insurance £ 831.77
 - 18.2.6 P Clapham AGAR Internal Audit £ 114.50
 - 18.2.7 J P Roberts Clerk pay for April £ 456.89
 - Reimbursements Printer Ink Cartridges £ 45.98 £ 502.87
- 19 Business at the Chairman's Discretion
- Items for Information Only No decision making during this item.
- 20 Next Meeting Tuesday 11th June 2024

THORVERTON RECREATION GROUND TRUST

ANNUAL GENERAL MEETING

- 1 Annual Report - From the Chairman
- 2 Annual Financial Report
- 3 April 2024 Financial Report
- 4 Work for 2024-25

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