

# 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 **7pm** on **Tuesday 14<sup>th</sup> May 2024**. The business to be transacted is set out in the agenda below.

*Jim Roberts*

J P Roberts, Clerk to the Council

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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 9<sup>th</sup> 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 (5<sup>th</sup> April 2024)
  - 18.2 Payments** To consider the following payments:

<b>18.2.1 Thorverton Memorial Hall</b>	Room hire 2024-25 inv 0265	£	<b>312.00</b>
<b>18.2.2 G Foster</b>	CLT Website development (inv188)	£	<b>800.00</b>
<b>18.2.3 Geoff Pook</b>	Professional services re TAHG & CLT	£	<b>614.00</b>
<b>18.2.4 Financial Conduct Authority</b>	CLT registration fee	£	<b>120.00</b>
<b>18.2.5 Arthur J Gallagher Insurance Brokers Ltd</b>	Annual insurance	£	<b>831.77</b>
<b>18.2.6 P Clapham</b>	AGAR Internal Audit	£	<b>114.50</b>
<b>18.2.7 J P Roberts</b>	Clerk pay for April	£	456.89
<b>Reimbursements</b>	Printer Ink Cartridges	£	45.98
		£	<b>502.87</b>
- 19 Business at the Chairman's Discretion**

**Items for Information Only** No decision making during this item.
- 20 Next Meeting** Tuesday 11<sup>th</sup> 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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