

Clarendon Park Parish Council

29 July 2024

Dear Councillor, You are summoned to attend a meeting of the Clarendon Park Parish Council at 7pm on 2nd August 2024 at the Tesco Cafe to transact the following business.

Morna Marler-Roe, Clerk

The Press and members of the public are cordially invited to attend and fifteen minutes will be set aside before the beginning of the meeting for them to raise any questions or make any statements regarding the work of the council or any other matters affecting the Parish.

AGENDA

- 1 To receive apologies for absence
- 2 To note any declarations of interest concerning any agenda item
- 3 To approve as a correct record the Minutes of the meeting held on July 4th 2024

FINANCE

- 4 To adopt the revised 2024/5 budget and statement of reserves position
- 5 To complete Parts 1 and 2 of the Annual Governance and Accounting Return
- 6 To make arrangements for the public inspection of the accounts
- 7 To authorise the following payments:
Clerk Salary June £202.50
- 8 To consider VAT registration
- 9 To receive a report on the bank mandate arrangements
- 10 To accept an indemnity from the Clerk regarding her Tax and NIC

GOVERNANCE

- 11 To receive a report on the position with regard to:
 - Code of Conduct
 - Register of Interests
 - Freedom of Information Scheme
 - Information Commissioners Office registration
 - Risk assessment
- 12 To receive a report regarding the Clerk's and new councillors' training
- 13 To decide on the production of an Asset Register

OTHER

- 14 To agree on a gift for Idmiston's Clerk to recognise her support during the early days of our new Clerk
- 15 Date of next meeting