

# TILSTON PARISH COUNCIL

For the attention of all Parish Councillors

The **First or Annual Parish Council Meeting** is scheduled for

**Thursday 18<sup>th</sup> May 2023 to be held at Tilston War Memorial Hall**

The meeting will proceed **from 7:00** and include an **OPEN FORUM not exceeding 15 minutes** when members of the public can raise any matter of concern to them.

1.	<b>Chairman</b>	To elect a chairman for the year 2023-2024
2.	<b>Vice-Chairman</b>	To elect a vice chairman for the year 2023-2024
3.	<b>Apologies</b>	With explanations.
4.	<b>Declaration of Interests</b>	Members to declare any interest under the following categories: Pecuniary interest, Outside Bodies interest and family, friend or close associate interest.
5.	<b>Public Participation</b>	When members of the public can raise any issue of concern.
6.	<b>Minutes</b>	To accept the Minutes of the Parish Council meeting held 2 <sup>nd</sup> March 2023 (previously circulated).
7.	<b>Co-option of Councillor(s)</b>	To consider co-option of councillor(s).
8.	<b>Annual &amp; Chairman's Report 2022-2023</b>	To approve the Annual Report and consider printing, publishing and distribution methods.
9.	<b>Meeting Dates 2023-2024</b>	To agree meeting dates for 2023-2024.
10.	<b>Areas of Responsibility &amp; Reporter Rota</b>	To agree areas of responsibility (inc. cheque signatories, delegated authority for payments) and "Reporter" rota.
11.	<b>Council Regs &amp; Procedure</b>	1)To review and confirm Code of Conduct 2)To confirm and /or amend council regulations and policies 3)To consider adoption of Councillor Induction Pack
12.	<b>3 Councillor Retirements</b>	To agree how to acknowledge long service of 3 recently retired councillors to the Tilston Community.
13.	<b>Planning</b>	To accept observations and note decisions as listed on the planning register and consider any additional applications received.
14.	<b>Annual Return 2022-23</b>	1)To agree year end accounts 2022-23 & audit information inc. updated Asset Register 2)To note the report of the internal audit 3)To agree the Governance Statement (Section 1) 4)To agree the Accounting Statement (Section 2) 5)To agree exemption & sign certificate
15.	<b>Accounts &amp; Payments</b>	1)To approve accounts as circulated & to consider outstanding payments. 2)To consider advertising for small grant applications.
16.	<b>Land to Southern Boundary of Chelwood House</b>	To receive a report on ownership of this strip of land.
17.	<b>Clerk's Report</b>	To receive a report from the Parish Council Clerk on actions taken since the last Council Meeting in March 2023
18.	<b>Parish Council Vacancies</b>	To agree strategy to advertise and fill the Councillor Vacancies.

19.	<b>Hill Field</b>	To approve appointment of a planning consultant to manage planning process
20.	<b>Evening Bus in Tilston</b>	To consider feasibility of pursuing the suggestion for an Evening Bus at weekends in Tilston.
21.	<b>Footpath to school</b>	To agree arrangements for a formal opening ceremony of the new footpath to Tilston School.
22.	<b>Public Participation</b>	For members of the public to make comment

Signed: Marian Hagan, Clerk, Tilston Parish Council. May 12<sup>th</sup> 2023

Telephone 01829 250 303 or email [clerk@tilstonparishcouncil.co.uk](mailto:clerk@tilstonparishcouncil.co.uk)

Full Agenda and information can be found on <http://www.tilstonparishcouncil.co.uk/agendas>