

WIXFORD PARISH COUNCIL

A member of the Warwickshire and West Midlands Association of Local Councils

Dear Councillors,

You are hereby summoned to the Annual Parish Meeting of your Wixford Parish Council, to be held in Exhall Village Hall, Exhall. at 7.30pm on Tuesday 14th May 2024

The meeting will consider the items set out in the agenda below.

Signed: *CAshford,* Clerk/RFO to the Parish Council, dated 8th May 2024
Email: clerk@wixford-pc.gov.uk Mobile: 07484 897215

Annual Parish Meeting A G E N D A

1	To elect a Chair for the 2024/25 year and signing of Declaration of Office Form
2	To elect a Vice Chair for the 2024/25 year
3.	To note apologies for absence received
4.	Disclosure of Interests. <i>Councillors are asked to declare personal interests in any items on the agenda. Councillors are reminded that the Code of Conduct that takes effect from May 2018 provides that should they have a prejudicial interest in any matter under discussion they should withdraw from the room and not seek to influence a decision about the matter.</i>
5	To appoint a Parish Council Representative to the Village Hall Committee for 2024
6	To consider any revisions required to Standing Orders.
7	Annual Governance and Accountability Return for Year Ending 31 March 2024 <ul style="list-style-type: none">● To approve and sign Bank Reconciliation as at 31.03.24● To approve Section 1 (Annual Governance Statement 2023/24) of the Annual Return● To approve Section 2 (Accounting Statements 2023/24) of the Annual Return● To confirm that the Council is exempt from external audit review and complete Certificate of Exemption accordingly.● To approve the appointment of K Dunn as Internal Auditor for 2024/25.● To approve the Notice Period for Public Inspection of Accounts.● To confirm the Schedule of Fixed Assets.