

CABUS PARISH COUNCIL

Annual Parish Council Meeting

Monday 13th May 2024 at 7.00pm – 7.25pm in Cabus Village Hall

Louise Banton Clerk and Responsible Financial Officer to Cabus Parish Council

AGENDA

1. **Apologies for Absence**
2. **Election of Chairman**
3. **Election of Vice Chairman**
4. **Declarations of Interest**
To receive any declarations of interests on any item of this agenda
5. **Appointment of Representatives**
Wyre Area Local Association of Local Councils
Cabus Village Hall Committee
Parish Planning Ambassador
6. **Finance and Audit 2023-2024**
End of Year Accounts – for approval and signing
Certificate of Exemption – for approval, signing and return to Auditor
Annual Governance and Accountability Return (Part 2) – for statutory publication
Comprising:
 - Annual Internal Audit Report – for receipt
 - Section 1 – Annual Governance Statement - for approval and signing
 - Section 2 – Accounting Statements - for approval and signingPeriod for the exercise of public rights
The Council is asked to note that the Notice of Public Rights and Publication of the Unaudited Annual Governance & Accountability Return will be published on the Notice Board and website. Members of the public have the right to inspect and make copies of the accounting records for the financial year 2023/24 between Monday 3 June 2024 and Friday 12 July 2024.
7. **Insurance 2024-2025 (01.06.24 – 31.05.24)**
It is recommended that the insurance for 24-25 is placed with Zurich again this year and they have quoted the same price as last year which is £264.00.
8. **Proposed Meeting Schedule 2024-2025 – For Approval**
 - 8th July (wk 2) 2024 at 7.30pm
 - 9th September (wk 2) 2024 at 7.30pm
 - 11th November (wk 2) 2024 at 7.30pm
 - 6th January (wk 2) 2025 at 7.30pm
 - 10th March (wk 2) 2025 at 7.30pm
 - 12th May (wk 3) 2025 (Annual Parish Council Meeting at 7.00pm followed by Ordinary Parish Council Meeting at 7.30pm)