

# CABUS PARISH COUNCIL

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## Annual Parish Council Meeting

Monday 12th May 2025 at 7.00pm – 7.25pm in Cabus Village Hall

Louise Banton Clerk and Responsible Financial Officer to Cabus Parish Council

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### 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 2024-2025**  
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 2024/25 between Tuesday 3 June 2025 and Monday 14 July 2025.
7. **Insurance 2025-2026 (01.06.25 – 31.05.25)**  
It is recommended that the insurance for 25-26 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 2025-2026 – For Approval**
  - 14<sup>th</sup> July 2025 (wk 2) at 7.30pm
  - 15<sup>th</sup> September 2025 (wk 3) at 7.30pm
  - 10<sup>th</sup> November 2025 (wk 2) at 7.30pm
  - 5<sup>th</sup> January 2026 (wk 1) at 7.30pm
  - 9<sup>th</sup> March 2026 (wk 2) at 7.30pm
  - 11<sup>th</sup> May 2026 (wk 2) (Annual Parish Council Meeting at 7.00pm followed by Ordinary Parish Council Meeting at 7.30pm)