

CABUS PARISH COUNCIL

Annual Parish Council Meeting

Monday 15th May 2023 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. **To Receive Declarations of Acceptance of Office from all Councillors**
5. **To Receive Disclosable Pecuniary Interest Forms from all Councillors**
6. **Appointment of Representatives**
Wyre Area Local Association of Local Councils
Cabus Village Hall Committee
Parish Planning Ambassador
7. **Finance and Audit 2022-2023**
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 2022/23 between Monday 5 June 2023 and Friday 14 July 2023.
8. **Insurance 2023-2024**
Insurer last year was BHIB for which a 3 year Long Term agreement will expire on 01 June 2023. The renewal quote for BHIB has not as yet been received but it was £390.42 last year, a quote has been provided by Zurich which is £264.00. It is recommended that the insurance for 23-24 is placed with Zurich.
9. **Proposed Meeting Schedule 2023-2024**
 - 17th July (wk 3) 2023 at 7.30pm
 - 11th September (wk 3) 2023 at 7.30pm
 - 13th November (wk 3) 2023 at 7.30pm
 - 8th January (wk 2) 2024 at 7.30pm
 - 11th March (wk 3) 2024 at 7.30pm
 - 13th May (wk 3) 2024 (Annual Parish Council Meeting at 7.00pm followed by Ordinary Parish Council Meeting at 7.30pm)