

## Whittingham, Callaly & Alnham Parish Council

Acting Clerk - Councillor Karen Armstrong  
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### **NOTICE of ANNUAL PARISH COUNCIL MEETING**

There is a Meeting of the Parish Council on **Tuesday 16 May 2023, at 7pm at Whittingham Memorial Institute Hall. Members of the public and press are welcome to attend.**

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#### **AGENDA**

**056/23 Apologies for Absence, Declarations of interest**

**057/23 Public Questions**

**058/23 Minutes of the Meeting of the Council held on Tuesday 18 April 2023, to approve (*Circulated with Agenda*)**

**059/23. To receive the Chairman's Report for 2022 - 2023**

**060/23. To appoint a Chairman for 2023 - 2024**

**061/23 To appoint a Vice Chairman for 2023 - 2024**

**062/23. To appoint a representative on the Village Hall Committee for 2023 - 2024**

**063/23 To appoint a representative to the Board of Whittingham C of E Primary School Governors for 2023 - 2024**

**064/23. Resignation of Councillor - Co-option update**

**065/23. Councillor Jamie Bolton - Introduction & welcome**

**066/23. Neighbourhood Plan - Monthly Update - JC**

**067/23 Highways Matters**

- i. Vehicle Activated Speed Sign for the Village - **Ongoing Monthly Agenda item**

**068/23 Planning Applications**

**22/04679/FUL - Hill Top Cottage, Alnham Main Road, Alnham - Withdrawn by Client**

To consider any applications received since the agenda was prepared

**069/23 Finance**

- i. To receive the monthly finance report for May (*Circulated with the agenda*)
- ii. To approve invoices and expense claims received prior to, or during the meeting
- iii. Annual Audit - Additional cost of £25 for additional hour Approval required to pay invoice for £100 which ended up at 4 hours @ £25 per hour - **Approval requested**
- iv. **Agreement from the Parish** to appoint Claire Miller as Internal Auditor @ £25 per hour for 2023 - 2024
- v. Clerk's salary and expenses not required in May 2023 as per 57/22

**070/23 AGAR return and End of Year Accounts**

**071/23/a** To receive and agree the Internal Audit Report and approve the appointment of of the Internal Auditor For 2023 - 2024 (as above).

**72/23/b.** To approve the Annual Governance Statement that there its a sound system of internal controls.

**73/23/c.** To approve the Annual Accounts for 2022/23 (spreadsheet circulated with the Agenda).

**74/23/d.** To approve the AGAR Accounting Statement and the Explanation of Variances for the financial year Ending 31 March 2023.

**75/23/e.** To approve the Certificate of Exemption.

**076/23 Matters Arising**

- i. Parish Clerk Vacancy - **Ongoing**

**077/23 Notice Board for Callaly & Alnham - Ongoing**

Callaly and Alnham currently have £500 set aside in the budget for a new Notice Board

**078/23. Boundary Changes - Electoral Review of Northumberland**

**079/23 Correspondence** (not covered elsewhere on the Agenda)

- i. None

**080/23 Any General Matters**

**081/23 Time and Date of Next Meeting** - Tuesday 20 June 2023 at 7.00pm. Whittingham Memorial Hall.

**• ALL MEETING DATES FOR 2023**

- **Tuesday 20 June 2023**
- **Tuesday 18 July 2023**
- **NO MEETING IN AUGUST 2023**
- **Tuesday 19 September 2023**
- **Tuesday 17 October 2023**
- **Tuesday 21 November 2023**
- **NO MEETING IN DECEMBER 2023**

