

# Sibford Gower Parish Council

The councillors are summoned to attend a meeting of the Parish Council to be held on **Tuesday 10<sup>th</sup> May 2022** at **7pm** in Sibford Village Hall, Sibford Gower

## AGENDA

### Business

1. Election of Chairman
2. Apologies for absence
3. Co-option of new councillors
4. Election of Vice-Chairman
5. Members' declarations of interest for items on the agenda
6. To approve the minutes of the Parish Council (PC) meeting held on 25<sup>th</sup> April 2022
7. Outstanding matters/actions from previous meetings
  - i) Update re Parish Council document archiving
  - ii) Recruitment of new Clerk/RFO
8. Feedback from District/County Councillors

### Assets and services

9. Assets - To agree an asset inspection schedule/rota

### Finance

#### 10. AGAR 20/21

- i) To receive the internal auditor's report for 21/22 and agree any actions required
- ii) To complete and approve the annual governance statement for the 21/22 audit
- iii) To approve the accounting statements for the 21/22 audit
- iv) To review the analysis of variances and bank reconciliation for 21/22
- v) To approve completion of the Certificate of Exemption for 21/22
- vi) To agree dates for the notice of public rights 21/22

#### 11. To appoint an internal auditor for 2022/23

#### 12. Bank reconciliation as at 05.05.22:

Bank balance: £19,969.73  
Outstanding payments: £0  
Outstanding income: £0  
Cashbook balance: £19,969.73

#### 13. To note and approve the following payments and receipts since the last meeting:

##### Payments:

26.04.22	Kirsty Buttle	Salary April	£208.80
26.04.22	HMRC	Tax April	£37.80

##### Receipts:

25.04.22	Town Estates Charity	Millennium Field 50% share 2021-22	£760.12
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**To approve payment of the following invoices:**

W.C. & E.F. Lovesey & Son	Mowing Millennium Field 11th and 25th April	£120.00
Kirsty Buttle	Zoom and Mileage	£80.94
BHIB	Parish Insurance	£236.77
Thomas Fox	Mowing Churchyard 14th April	£136.32

**Planning**

**14. Planning applications received – None**

**15. Planning decisions received**

**22/00852/TCA - Buttslade House, Temple Mill Road, Sibford Gower. T1 x Liquid Amber – Fell.**  
**Approved.**

**Date of next meeting – 12<sup>th</sup> July 2022**



Signed:

Parish Clerk

Date: 5<sup>th</sup> May 2022