



SILEBY PARISH COUNCIL

You are hereby summoned to attend the
ANNUAL PARISH COUNCIL MEETING
to transact the business shown here under, to be held on
THURSDAY, 18 MAY 2023 AT 6.30 PM

in the

Wesleyan Room Sileby Community Centre, 41 High Street, Sileby, LE12 7RX

Telephone: 01509 813075 Fax: 01509 815288

email: clerk@silebyparishcouncil.gov.uk

R. Richardson (Mrs)
Clerk/RFO

12 May 2023

AGENDA

1. Election of Chairman 2023/24 - Chair to sign Acceptance of Office Form
2. Election of Vice Chairman 2023/24
3. Intention to co-opt to casual vacancies of Parish Councillors
4. Apologies for Absence and acceptance by Council
5. To receive disclosures of interests from members and requests for dispensations
6. Clerk's Report
7. Public Participation (*15 minutes maximum for residents to voice any concerns they may have – if a decision needs to be made this will be on a future agenda for consideration*)
8. To confirm and sign the minutes of the Parish Council Meeting held on Thursday, 4 May 2023
9. **FINANCIAL MATTERS: -**
 - (a) Income Report to be noted
 - (b) Expenditure Report to be agreed
 - (c) To receive and accept the Report of the Internal Auditor; to note any recommendations made and what action to be taken to fulfil these recommendations (**Appendix I**)
 - (d) **To consider and approve the Accounts for the Annual Governance and Accountability Return (AGAR) 2022/23 to be submitted to the External Auditor: -**
 - i. To approve Section 1, the Annual Governance Statement (**Appendix II**)
 - ii. To approve Section 2, the Statement of Accounts (**Appendix III**)
 - (e) To receive and approve a quote from Edwards & Edwards Consultancy for technical input to the tendering process of highways works in the park (**emailed to councillors**)
10. To receive reports from County & Borough Councillors
11. To receive Reports on meetings attended or Reports received – for information only

2/.....

12. TO CONSIDER AND AGREE COMMENTS FOR THE FOLLOWING PLANNING APPLICATIONS: -

- (a) **P/23/0690/2** Erection of single storey extension to rear of dwelling - 153 Ratcliffe Road, Sileby, LE12 7PX **(respond by 19 May)**
- (b) **P/23/0689/2** Construction of 2 dwellings - Land adjacent to 75 Homefield Road, Sileby, Leics **(respond by 24 May).**

13. To review and recommend for approval the Internal Controls (refer to Parish Council website)

14. To review and recommend for approval the Financial Regulations (refer to Parish Council Website)

15. To review and recommend for approval the Risk Assessment and Management document: To be approved, and signed by the Chairman **(emailed to councillors)**

16. To consider the membership of the HR Committee (5): - (the Terms of Reference state that the Chairman and Deputy Chair are included on this committee)

17. To consider the membership of Council Working Parties and elect a Chairman and Deputy Chair of each:

- a) Planning
- b) Finance & General Purpose (to include Car Park, Highways and Events)
- c) Buildings & Council Assets (to include Community Provision ie Sports & Youth)
- d) Memorial Park Working Party/Project Park Working Party!
- e) Football Club Working Party

18. APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES: -

- British Gypsum (1)
- Joint Soar Valley Parish Council Liaison Committee (2)
- Charnwood Road Safety Committee (1)
- To attend the forthcoming Annual General Meeting of LRALC

19. Garden of Remembrance (Councillor Mrs E Jones)

20. Articles for the next issue of Soar Valley Life

21. Content for the SPC Newsletter

22. Future Planning

Members of the Public and Press are cordially invited to attend