



Yapham cum Meltonby Parish Council [www.yaphamcummeltonby.co.uk](http://www.yaphamcummeltonby.co.uk)

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### **ANNUAL MEETING**

Dear Members of YCM Parish Council,

You are hereby summonsed to attend the Yapham cum Meltonby **Annual Meeting of the Parish Council**, taking place in Yapham village hall, at **6.45 pm** on **Tuesday 14th May 2024**.

Members of the press or public are welcome to attend.

Yours sincerely,

S Rothwell-Inch, Clerk.

### **AGENDA**

1. To receive apologies on behalf of absent members.
2. To elect the Yapham cum Meltonby Parish Council Chairman and receive the Chairman's declaration of acceptance of office.
3. To elect the Vice-Chairman for the forthcoming year and to receive the Vice Chairman's declaration of acceptance of office.
4. a) To elect Members to represent the PC on the following:
  - Personnel Committee
  - Neighbourhood Watchb) To consider co-option of a sixth and seventh councillor
5. Chairman's Report.
6. To receive the Internal Audit Report along with a Summary of Receipts and Payments for the year ending 31st March 2024.
7. To complete the External Auditor's Certificate of Exemption 2023/2024
8. To consider and complete the Annual Governance Statement 2023/2024
9. To consider and agree the Accounting Statements 2023/2024
10. To note the dates of the Exercise of Public Rights as 3rd June to 12<sup>th</sup> July 2024 inclusive (30 working days to include the first ten working days in July)
11. **To approve financial arrangements for the coming year:**
  - a) To approve the Financial Standing Orders
  - b) To appoint an internal auditor
11. Provisional date for the next Annual Meeting. Provisionally Tuesday 13<sup>th</sup> May 2025