

Middleton Tyas Parish Council

ANNUAL MEETING of the PARISH COUNCIL

**to be held in the MEMORIAL HALL
on THURSDAY 9th MAY 2024 at 6.15 pm**

AGENDA

- 1. Election of the Chairman**
- 2. Chairman to sign Declaration of Acceptance of Office form**
- 3. Declaration of Interest**
All Councillors will make the following declaration:
"We, as Parish Councillors, declare that we have an interest in each Agenda item as residents of Middleton Tyas."
- 4. To approve the Minutes of the last Annual Meeting held on 11th May 2023**
- 5. Matters Arising from the Last Minutes**
- 6. To receive and accept the Chairman's Annual Report**
- 7. To receive and accept the Treasurer's Report and Accounts for the year ended 31st March 2024**
- 8. 1. Appointment of new Officers**
 - a. Vice Chairman
 - b. Treasurer
 - c. Responsible Financial Officer**2. Chairman is invited to be a Trustee of the Memorial Hall**
- 9. To confirm Councillors' Portfolios and Contact Details**
To make any changes required and to agree frequency of reporting
- 10. To confirm the appointment of Internal Auditor for the year ending 31st March 2025**
- 11. To appoint up to 2 Councillors to attend the YLCA Branch Meetings in their area and to represent the Council as voting representatives at those meetings.**

- 12. To confirm Standing Orders & Financial Regulations**
- 13. To Resolve to authorise a review of the Risk Assessment**
- 14. To Resolve to authorise a review of the Valuation of Assets, including a review of the condition of the Trees**
To Resolve to authorise any maintenance work to the assets which may be required
- 15. To review Freedom of Information Act – Model Publication Scheme**
- 16. To confirm the Clerk’s Salary and Scale for 2024**
- 17. To review the Emergency Plan**
- 18. To note the date of the Next Meeting – Thursday, 8th May 2025**

Christine Jones
Clerk to the Parish Council
1st May 2024