

In the Parish of Englefield
The next Meeting of the Parish Council will be held at
Englefield Village Hall on Thursday 19th May 2022
At 6.30pm

Annual Council Meeting – Agenda

1. Election of Chairman

To elect the Chairman to the Parish Council for the following year

2. Apologies

To receive apologies for inability to attend the meeting (if any)

3. Declarations of Interest

To remind members of the need to record the existence and nature of any personal, pecuniary, or other disclosable interests in items on the agenda, in accordance with the Members' Code of Conduct

4. Minutes

To approve as a correct record the minutes of the meeting of this Council held on 7th March 2022

5. Financial Regulations

To review and confirm re-adoption of the Englefield Parish Council Financial Regulations

6. Responsible Finance Officer

To confirm that the Parish Clerk is the Responsible Finance Officer for financial year 2022/23

Parish Council Meeting – Agenda

1. Councillor Vacancy

To discuss the current Councillor vacancy and agree next steps

2. 2021/22 Financial Update

To provide the Council with an overview of the final accounts for 2021/22

3. 2021/22 Annual Return

- i. To confirm that Englefield Parish Council meets the qualifying criteria for exemption and wishes to certify itself as exempt from a limited assurance review for financial year 2021/22

- ii. To receive the Internal Audit Report for financial year 2021/22
- iii. To approve the Annual Governance Statement for financial year 2021/22
- iv. To approve and sign off the Accounting Statements for submission for financial year 2021/22

4. Asset Register

To re-state the assets included in the Englefield Parish Council Asset Register

5. Internal Financial Control

To appoint a Councillor to verify the bank reconciliation for Q1 2022/23

6. Insurance

To review the quotes and agree an insurance provider for period commencing 1st June 2022