

# Stainborough Parish Council

OPEN TO ALL MEMBERS OF THE PUBLIC

The next meeting will be the **Annual Parish Meeting of Stainborough Parish Council** to be held at Hood Green Pavilion, Hood Green Road, Hood Green on **Thursday 16<sup>th</sup> May 2024 at 7pm** followed immediately after the conclusion of the Annual Parish Meeting by the **Annual Meeting** of Stainborough Parish Council, for the purpose of transacting the following business:-

## AGENDA

### Annual Parish Meeting

1. Opening of the Annual Parish Meeting by Councillor Lockwood-Dukes
2. Minutes of the last Parish Meeting 2023 for signature
3. Annual Review of the business of the Parish Council (Chairman)
4. Presentation of the Parish Accounts for year 2023-24 (Draft for information only)
5. Matters to be raised by members of the public present

### Annual Meeting of Stainborough Parish Council

1. To elect a Chairman of the Parish Council.
2. To accept a Declaration of Acceptance of Office from the Chairman of the Parish Council.
3. To accept apologies for absence and to receive Declarations of Interest in items on the agenda.
4. To elect a Vice Chairman of the Parish Council.
5. To confirm no changes to the Register of Interest forms completed at the 2023 Annual Meeting
6. To certify Stainborough Parish Council as exempt from external audit for fiscal year 2023/2024 and complete the Certificate of Exemption.
7. To receive and approve Bank Reconciliation (Appendix A) and to receive Explanation of Variances (Appendix B)
8. To note the Annual Internal Audit report for 2023/2024 included at page 4 of the Annual Governance and Accountability Return 2023/2024 (Appendix C)
9. To approve Section 1 - Annual Governance Statement 2023/2024 (Appendix D) and Section 2 – Accounting Statements 2023/2024 (Appendix E) for Stainborough Parish Council on pages 5 and 6 of the Annual Governance and Accountability Return 2023/2024
10. To approve the publication of documents required by Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities.
11. Reports –Internal Audit:
  - (i) Review of effectiveness of internal audit
  - (ii) Review of Risk Assessment
12. To approve the minutes of the Meeting held Thursday 14<sup>th</sup> March 2024.
13. To report matters arising from the minutes not on the agenda.
14. **To adjourn the business of the Parish Council in order that members of the public can bring items to the attention of the Parish Council.**
15. To consider any general matters including Pavilion, Recreation Ground and Playground
16. To consider arrangements for defibrillator training for residents
17. To receive information regarding Hanging Baskets
18. To consider any issues relating to Highways / Footpaths / Vegetation
19. To consider any issues regarding crime and safety

PTO

20. Planning:
  - 20.1. To consider the following Planning Application:  
Application No: 2024/0353 Crossways, Hood Green Road, Hood Green, S75 3EU  
Description: Demolition of existing garage and erection of single storey side extension comprising of garage and office
  - 20.2. To note comments made on Planning Applications received between meetings  
Application No: 2023/0143 : Manor Farm, Stainborough Lane, Hood Green, Barnsley, S75 3HA : Erection of agricultural livestock building (Amended Plans)
  - 20.3. Planning applications received since agenda produced
  - 20.4. Information on previous planning applications
21. To consider the renewal of Insurance for Stainborough Parish Council
22. To consider the options in regard to energy supply contract
23. Finance: Payments to be authorised (draft Appendix F)
24. To set the dates and times of the Council meetings 2024-2025 (Appendix G)
25. To receive correspondence and any action required
26. Any Other Business
27. Venue, Date and Time of Next Meeting: The next meeting will be held at Hood Green Pavilion on **Thursday 20th June 2024.**

***Please note copies of all financial appendices will be provided at the meeting***

## **Appendix G**

### **Proposed Dates for 2024-2025**

Thursday 20<sup>th</sup> June 2024  
Thursday 22<sup>nd</sup> August 2024  
Thursday 24<sup>th</sup> October 2024  
Thursday 12<sup>th</sup> December 2024  
Thursday 16<sup>th</sup> January 2025  
Thursday 13<sup>th</sup> March 2025  
Thursday 15<sup>th</sup> May 2025

*Avril Sturdy*  
Clerk to Stainborough Parish Council  
3<sup>rd</sup> May 2024