



Chairman: Cllr. George McGarr OBE

Dear Councillor

You are summoned to attend a meeting of Scaleby Parish Council on **Wednesday 15th May 2024** in the **Village Hall, Scaleby** to commence at the close of the Annual Parish Meeting. Please let me know, in writing, if you are unable to attend.

Yours faithfully

Clerk

## Agenda

1. **Determination of Minute taker for this meeting.**
2. **Election of Chairman** – To receive and consider nominations for the office of Chairman.
3. **Declaration of acceptance of office of Chairman** – To receive the Chairman's Declaration of Acceptance of Office.
4. **Election of Vice Chairman** – To receive and consider nominations for Vice-Chairman
5. **Apologies for Absence**  
To receive written apologies and approve reasons for absence
6. **Declarations of Interest and Request for Dispensations**
  - 6.1 To receive Members Declaration of Acceptance of Office
  - 6.2 The Clerk to report any requests received since the previous meeting for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest
  - 6.3 To receive declarations by members of interests in respect of items on this agenda
7. **Minutes of the meeting of the Parish Council held on 20th March 2024**  
To receive and approve the accuracy of the last minutes of the Parish Council and to authorise the Chairman to sign.
8. **Public Participation**  
In accordance with Standing Order 3e the Chairman will, at their discretion:
  - 8.1 Invite members of the public to address the meeting in relation to the business to be transacted at this meeting
  - 8.2 Receive report from Unitary Authority Councillor
9. **Administrative Matters**
  - 9.1 **Hallburn Wind Farm Grant Scheme**  
Update from Representative on Grants Panel
  - 9.2 **Scaleby Moss** – update regarding Natural England

## 10. Finance Matters

### 10.1 Annual Governance and Accountability form (AGAR)

10.1.1 To consider/approve the Annual Governance Statement for year ending 31<sup>st</sup> March 2024.

10.1.2 To consider/approve the Statement of Accounts for year ending 31<sup>st</sup> March 2024

10.1.3 To authorise the Chairman to sign Sections 1 and 2 of the Annual Return for year ending 31<sup>st</sup> March 2024.

10.1.4 To agree that Scaleby Parish Council can certify itself as exempt from a limited assurance review and authorise the Chairman to sign the Certificate of Exemption to be submitted to the external auditor.

10.1.5 To review and update where necessary the assets register

10.1.6 To review and accept the Bank Reconciliation

### 10.2 Payments

To authorise the payments below:-

HMRC	February Deductions	£39.00
HMRC	March Deductions	£109.80
Scaleby Village Hall	Hire of Hall Jan / Mar	£60.00
CALC/NALC	Subscriptions 2024	£175.47

## 11. Highways Matters - Updates

11.1 Speeding - To consider any update

11.2 Verges - To consider any update

## 12. Planning Matters

## 13. Recruitment of Clerk / RFO

## 14. Councillor Matters

To bring to the attention of the Clerk any new issues on behalf of residents.

*Note: no decisions can be made on these matters, but the Clerk may make investigations and/or they may be placed on a future agenda of the Council.*

## 15. Date(s) of Next Meeting(s)

To resolve that the date for the next meeting be:- 19<sup>th</sup> July 2023,

*Members are reminded that, in accordance with the code of conduct, they are required to declare any disclosable pecuniary interests or other registrable interests on a 'notification by member of pecuniary and other registrable interests' form. The code places a duty on all parish councillors to ensure that the information given in their notice of interest is current and it is a breach of the code should parish councillors fail to give further notice in order to ensure that their personal interests form is up to date. Members are therefore politely reminded of the need to complete a new form in respect of any change to their interests, including changes of employment, ownership or renting of property within 28 days of any change taking place.*