

CALDECOTT PARISH COUNCIL

Parish Office: 5 Main Street, Middleton, Market Harborough, Leics LE16 8YU
Tel. 07813 696387 e-mail clerk.caldecott@gmail.com

To all members of the council,

You are hereby summoned to attend the Annual General Meeting of Caldecott Parish Council to be held in the Village Hall, Caldecott on Thursday 9th May 2024 after the Annual Parish Meeting for transaction of the following business.

Justina Medwell
(Clerk to the Council)

AGENDA

1. **Election of Chair**
Signing of Declaration of Acceptance of Office
2. **Election of Vice Chair**
Signing of Declaration of Acceptance of Office
3. **Councillor Vacancy**
4. **To accept apologies for absence.**
5. **Declaration of interest and any changes to the members Register of Interests**
6. **To authorise the Chair to sign as a correct record of the proceedings, the minutes of the council meeting dated 14th March 2024**
7. **Matters arising from the minutes and not on the agenda (for information only).**
8. **Highways and Rights of Way**
 - a) Update
9. **Parish Assets**
 - a) Routine Inspection
 - b) Allotments - Update
 - c) Garage Tenancies – Review
 - d) Approval of Insurance Renewal
10. **Finance.**
 - a) To approve payment of accounts (itemised list to follow)
 - b) Bank Reconciliation
 - c) To approve Certificate of Exemption from External Audit
 - d) Approval of Annual Governance and Accounting Statements 2023/24
 - e) Internal Audit Report
11. **Correspondence.**
12. **Date of next meeting.**
11th July 2024

Signed.....

Dated.....