



CONINGSBY TOWN COUNCIL

Integrity, Objectivity, Accountability, Openness, Honesty, Leadership

Thursday 23rd May 2024 – Annual council meeting

You are hereby summoned to a meeting of the above Council which will be held at Coningsby Community Hall 7.30pm

Public and Press are welcome to attend.

Clerk@coningsbytowncouncil.gov.uk

Public forum Fifteen minutes are allocated if needed prior to official meeting; for members of the public to ask questions or make short statements to Council.

Clerk to Council Kathy Roberts

13 -05-2024

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Meeting Agenda

1. **To receive nominations for election of Chairman for the coming year, signing of declaration of acceptance of office – position as Chairman**
2. **To receive nominations for election of Vice Chairman for the coming year, sign declaration of acceptance of office as vice Chairman**
3. **To receive and accept apologies** where valid reasons for absence have been given to the Town Clerk prior to the meeting.
4. **To receive declarations of interest** under the Localism Act 2011 – being any pecuniary interest in agenda items not previously recorded on Members' Register of Interests and any written requests for dispensation.
5. **Notes previously circulated from April 25th, 2024, meeting** – to resolve as correct record of meeting.
6. **Reports from County Councillor & District Councillors** if in attendance.
7. **To decide on a date for an additional finance and HR meeting if required**
8. **Football Club / Council Sports field group meeting provisional 6th June 7pm at the Allan Barker meeting room.**
9. **Recommendations from Sports field group meeting on fees for consideration.**
10. **Youth Group – update from Cllr Bowen.**
11. **Finances - To consider and approve payments as listed record payments, May 2024 – list with Councillors. April 2024 bank reconciliation**
12. **Annual audit papers with Councillors –**
 - 2.1 The Annual Internal Audit Report is received and noted.
 - 2.2 The Annual Governance Statement (Section 1) is considered, completed and approved.
 - 2.3 The Accounting Statements (Section 2) are considered approved. The Chairman and Clerk of the meeting sign the Annual Governance Statement and the Chairman signs the Accounting StatementsThe Clerk/ RFO sets the commencement date for the exercise of public rights
13. **Planning applications and decisions** – none at time of writing agenda.
14. **Clerks report**
 1. Asset transfer – valuations are being done on the grounds.
 2. Lease documents for Hall car park – with solicitors
 3. Custodian Trustee documents – with solicitors
 4. Land Registry – Comm Hall

No updates on the above items 2,3,& 4 are all linked once we have one completed the others can be set in motion