

21 May 2024

Dear Parish Councillor

You are summoned to attend the Annual Meeting of Leighton & Eaton Constantine Parish Council to be held on Tuesday 28 May 2024 to commence upon the conclusion of the Annual Parish Meeting at 7.00pm in Eaton Constantine Village Hall.

Yours faithfully



Lisa Harris CILCA
Clerk to Leighton & Eaton Constantine Parish Council

AGENDA	
01.24	Election of Chairman
02.24	Chairman to sign Declaration of Acceptance of Office
03.24	Election of Vice-Chairman
04.24	Vice-Chairman to sign Declaration of Acceptance of Office
05.24	Appointment of representatives to external bodies: <ul style="list-style-type: none">• SALC Shrewsbury Area Committee• Ironbridge Power Station Redevelopment Liaison Group
06.24	Appointment of Clerk/Responsible Financial Officer
07.24	Apologies for absence
08.24	Disclosable Pecuniary Interests <p>a) Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting and which is not included in the register of interests.</p> <p>b) To consider any applications for dispensation.</p>
09.24	Public Participation Session – <i>a period of 20 minutes will be set aside for the public to speak, with a strict 3-minute limit per speaker. Members of the public may speak on matters appearing on the agenda. However, if a matter does not appear on the agenda, a written request should be submitted to the Clerk no later than 2 working days before the meeting.</i>
10.24	To approve the minutes of the Parish Council Meeting held on 5 March 2024 and of the Extraordinary Parish Council Meeting held on 22 March 2024
11.24	Clerk's report on matters arising since the Parish Council Meeting of 5 March 2024
12.24	To receive report from Shropshire Councillor

13.24	To receive report from West Mercia Police's Safer Neighbourhood Team (if available)
14.24	To receive any relevant updates from parish councillors
15.24	To consider the results of the Parish Survey
16.24	To consider D-Day 80 commemoration
17.24	To appoint insurers for the period 01/06/24 – 31/05/25
18.24	<p>Annual Return for the year ended 31 March 2024</p> <p>Council to receive, approve and sign (as appropriate) the following:</p> <ul style="list-style-type: none"> a) Final bank reconciliation and accounts 2023/24 b) Internal Audit report 2023/24 (AGAR part 2 page 4) c) Certificate of Exemption (AGAR part 2 page 3) d) Annual Governance statement (AGAR part 2 page 5) e) Summary accounting statements (AGAR part 2 page 6)
19.24	<p>Current financial matters:</p> <ul style="list-style-type: none"> a) Payments - To approve outstanding accounts for payment b) Bank reconciliation to 22 May 2024
20.24	<p>Planning</p> <ul style="list-style-type: none"> 1. Decisions to note: None 2. Planning applications for consideration: None
21.24	Highways matters
22.24	Correspondence
23.24	<p>Future agenda items</p> <p>Councillors' opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for detailed debate or decision making.</p>
24.24	<p>Date of next meeting</p> <p>Tuesday 2 July 2024 at 7.30pm - Eaton Constantine Village Hall</p>