

EASINGTON PARISH COUNCIL

Kim Dalton
Clerk to Easington Parish Council
easingtonpc@outlook.com

31 May 2024

To: Councillors/Members you are hereby summoned to attend the Parish Council Meeting, to be held on Thursday, 06 June 2024 at 19.00, The Community Hall Beck Lane Easington HU12 0TX, to conduct the business specified below.

Yours faithfully,

Signed: *Kim Dalton*

AGENDA

1. **Apologies**
 - a) To receive apologies for absence and record these in the minutes.
 - b) To consider the approval of the reasons for absence given by councillors
2. **Declaration of Interests**-members to declare any interests in items on the agenda and the nature of such interests.
3. **Minutes from previous meeting(s) – Annual Meeting and Ordinary Meeting 02/05/2024**
4. **Clerks Report – Appendix 1**
5. **Public Forum**

This section will be limited to 15 minutes (maximum 5 mins per member of public) to raise any issues, concerns, or observations regarding items on the Agenda. Issues not on the Agenda can be discussed but the Parish Council cannot make decisions on them at this meeting. Such items may be included on future Agenda. Reference: Easington Parish Council Standing Orders.
6. **Ward Councillor Update**

This section limited to 15 minutes (maximum 5 mins per Councillor for questions)
7. **Finance**
 - a) To **note** Receipts –
 - b) To **resolve** Payment(s) as per the schedule(s) - **Appendix 2**
 - c) **Bank Reconciliation – to agree as of 31 May 2024 - Appendix 3**
 - d) Presentation of AGAR and associated documents:
 - 1) To ‘Agree’ the Certificate of Exemption’ from a limited assurance review – Section 9 of the Local Audit (Smaller Authorities) Regulations 2015.
 - 2) To receive and note the annual Internal Audit Report
 - 3) To approve the Annual Governance Statement (Section 1)
 - 4) Responsible Financial Officer to Certify Accounts and present for approval - (Section 2)
 - 5) To Approve the Annual Accounting Statement(s) (Section 2)

Public Rights Notice

The [Local Audit and Accountability Act 2014](#) and the [Accounts and Audit Regulations 2015](#) require that:

- e) The statement of accounts prepared by the authority (i.e. the Annual Governance & Accountability Return (AGAR) Form 2), the accounting records for the financial year to which the audit relates and all books, deeds, contracts, bills, vouchers, receipts and other documents relating to those records must be made available for inspection by any person interested, during a period of 30 working days set by the smaller authority and including the first 10 working days of July. – **to agree the dates for inspection of accounts between 10/6/2024 and 19/7/2024 (inclusive)**

8. Planning -

To consider and review the following planning applications:

Planning Ref: 24/000926/PLB

Proposal: Installation of double glazed, UPVC wood effect windows to replace existing single glazed, timber windows

Location: Rectory Farm North Church Side Easington East Riding Of Yorkshire HU12 0TN

Applicant: Mrs Erika Kendrick

Application Type: Listed Building Consent

EPC Comment: To resolve Easington Parish Council consultee comment

9. Community Issues

Grant – D Day

To note award of grant of £500.00 toward D Day events and consider and review allocation.

10. Policy/Procedure/Training/Parish Council issues

ERYC Town & Parish Council Liaison Meeting

To resolve attendees/sessions for June Meeting(s)

Financial Regulations – Revised NALC Edition 2024

To review/discuss/amend - Financial Regulations in preparation for adoption by Easington Parish Council

11. Committees and/or Councillors with Responsibilities:

To receive Verbal Reports from Councillors with responsibilities and/or Committees

Reports from Councillors with Representation on External Committee's:

Shape - Meeting 23/05/2024

Community Hall / Health

12. Correspondence (previously circulated to all Councillors via Email)

Correspondence detailed below has been received and added to the Agenda. Other correspondence received during the month which is informative is not included in the list of correspondence.

13/5/2024 – ERYC – re Town and Parish Council Liaison meeting in June.

20/05/2024 – SHAPE Agenda – Meeting 23/5/2024

13. Items for the Next Agenda: (items for addition to the next Agenda are at the discretion of the Chair/Clerk)

14. Date and Time of next meeting(s): - 04 July 2024 –19.00 - Ordinary Meeting.

Note:

Easington Parish Council publish Agenda 3 Clear Working Days prior to a meeting (not including Saturday, Sunday, or Bank Holidays), correspondence received is as received at the date of issue of Agenda, – further correspondence or requests for Agenda items will be considered for adding to future agenda. LGA 1972 – Schedule 12, 10(2)(a) and Section 243.

Appendix

- 1 – Clerk Report
- 2 - Payment Schedule
- 3 – Bank Reconciliation

Public and Press are welcome to attend the meeting.

Please Note - the meeting will be recorded via Audio.