

Barrington Parish Council

Clerk: Mrs Tan Marchant
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Cllr J de Haldevang
Cllr A Hope
Cllr R Wingfield
Cllr S Cleal
Cllr A Pierre-Traves

10 May 2024

Dear Councillors,

The Annual Meeting of **BARRINGTON PARISH COUNCIL** will take place on **Friday 17 May 2024 at 6.00 p.m. in the Reading Room, Little Barrington.** Members of the Public and Press are invited to attend.

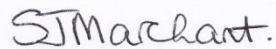
AGENDA

Apologies

- 1 Election of Chairman 2024/25
- 2 Appointment of Vice-Chairman 2024/25
- 3 Appointment of Responsible Financial Officer 2024/25
- 4 Declarations of Interest in any items on the Agenda.
- 5 Adjournment of 15 minutes for members of the public to raise issues.
- 6 Minutes of the Meeting held on 15 March 2024 for Approval.
- 7 Division of Councillor Responsibilities: -
 - a. Highways/Traffic Management/ Speed Watch & Cameras
 - b. Planning
 - c. Noticeboards
 - d. Emergency Plan
 - e. Neighbourhood Watch & Fly-Tipping
 - f. Winter arrangements (grit storage, bins and distribution)
 - g. Defibrillators (Great & Little Barrington, First Aid Training)
 - h. Maintenance (benches, post box, notice boards, bus shelter, phone boxes)
 - i. Parish Welcome Pack - APT
 - j. Events:-
 - D-Day Memorial Beacon Lighting (6 Jun 24)
 - Windrush Valley Show (27 Jul 24)
 - Strim, Stream & Soup (28 Sep 24)
 - Spring and Autumn Litter Picks (?? Oct 24)
 - Advent Drinks (Sat 7 Dec 24)
- 8 WASP update - APT.
- 9 Annual Review of Policies: -
 - a. Code of Conduct.
 - b. Risk Management.
 - c. Internal Controls.
 - d. Assets Register.
 - e. Standing Orders.
 - f. Financial Regulations.

- 10 Annual Return 2023/24
 - a. Certificate of Exemption – 2023/24 – for Approval.
 - b. Internal Audit Report 2023/24- for Approval.
 - c. Annual Governance Statement 2023/24 at Section 1- for Approval.
 - d. Accounting Statements 2023/24 at Section 2 - for Approval.
 - e. Explanation of Significant Variances at Section 2 – for Noting.
- 11 Financial Matters:-
 - a. Payments Listing – for Approval.
 - b. Annual Financial Statement 1 April 2023 to 31 March 2024 for Noting.
- 12 Dates of Next Meetings.

Yours faithfully,



Mrs Tan Marchant
Barrington Parish Clerk