

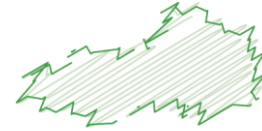
Manley Parish Council

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MANLEY PARISH COUNCIL

AGENDA FOR THE ANNUAL MEETING OF THE PARISH COUNCIL TO BE HELD ON WEDNESDAY 18th MAY 2022 IN MANLEY VILLAGE HALL

1.	Apologies for Absence
2.	Election of Chairman for the coming year
3.	Election of Vice-Chairman for the coming year
5.	Disclosure of Interests
6.	Approval of Minutes of the meeting held on 20 th April 2022
	Open Forum: Public comment opportunity. Any public comments submitted to the Clerk will be read out and considered (see note below).
7.	Safety and Security
8.	Environmental Matters
9.	Highways 9.1 State of the Roads – Update on the status of the review of the roads
10.	Community 10.1 Discuss the covenant on the Parish Field which prohibits alcohol consumption and gambling, and agree a plan of action to see if these can be lifted.
11.	Planning
12.	Finance: <ul style="list-style-type: none">• Review Current financial position• Approval of Annual Return: (<i>Subject to receipt of the accounts from the auditor</i>)• Completion of Section 1 – Annual Governance Statement 2021/22: To confirm responses to points 1-8 (in sequence)• Completion of Section 2 – Accounting Statements 2021/22: Complete and sign Section 2.• Approval of Accounts – 2021/22• Approval of Certificate of Exemption – External Audit• Approval of the Internal Auditor’s Report



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	<p>Approval of the Manley PC Risk Policy and Risk Assessment and 2 new Governance Documents – Retention of Documents and Data Processing Policies.</p> <p>Approval of the following payments:</p> <ul style="list-style-type: none">• Insurance Renewal - £146.99• Stationery – Jiffy Bag £2.29 and Postage Recorded Delivery – Accounts to Internal Auditor £11.15, totalling £13.44 – Mrs G Hawthornthwaite• Completion of Internal Audit for Year Ended 31.03.22 – JDH Business Services Ltd (<i>usually receive invoice with the returned accounts</i>) <p>Review of Clerk’s Salary and Backdated Salary Payment to Clerk (April 2021-March 2022) following the 2021/22 National Salary Award</p>
13.	Clerk’s Report and Correspondence
14.	Date of Next Meeting – Wednesday 22nd June 2022 at 7.30 pm
	<p>Any Other Business (Members are asked to note that whilst this Agenda item may be used to raise issues of concern, substantive decisions can only be taken where business has been specified on the Agenda).</p>