

DENHAM ANNUAL PARISH COUNCIL MEETING

Chairman: Councillor To be appointed

Email: denhamparishclerk@gmail.com

All Parish Councillors: You are hereby summoned and members of the press and public you are hereby invited to attend an ordinary meeting of the Parish Council on Tuesday 21st May 2024 at 7.30pm in St John the Baptist Church, Denham to consider the items set out below.

If you are unable to attend but wish to make a comment only please contact the Parish Clerk before 3pm on the day of the meeting

AGENDA

Item	Description
1	To elect the Chair and Deputy Chair for 2024/25
2	Apologies for absence: <ul style="list-style-type: none">a. Councillors to receive any apologies for absence.b. Councillors to vote on acceptance to accept apologies for absence.
3	Declarations of Interest and Dispensation considerations: <ul style="list-style-type: none">a. To receive any Councillors' Interests in subsequent agenda items and to note any additions and/or deletions to the Councils Register of Interest.b. To receive and consider any requests for dispensations.
4	Minutes of previous meeting: Councillors to agree the minutes of the Parish Council meeting held on 26 March 2024 as a true record of the business conducted.
5	Public Forum: (this section at the Chairman's discretion may last up to 15 minutes): <ul style="list-style-type: none">a. To receive reports from the District and County Councillor.b. To receive comments or questions on matters of interest from members of the public.
6	Planning: <ul style="list-style-type: none">a. To consider any current or new planning applications – none received at time of posting agenda.
7	Finance: <ul style="list-style-type: none">a. Councillors to approve the finance report for the period ended 30 April 2024 including:<ul style="list-style-type: none">I. Bank reconciliations

Wendy Alcock – Parish Clerk

Tel: 07726 924789

Email: clerk@denhamparishcouncil.org

Dated 13/05/2024

	<ul style="list-style-type: none"> II. Budget to actual payments and receipts b. Councillors to note receipts since the last meeting. c. Councillors to approve payments. d. C/fwd from previous meeting. Agree new authorised officer for bank accounts.
8	<p>Governance:</p> <ul style="list-style-type: none"> a. Councillors to approve the Annual Governance and Accountability Return for 2023/24 <ul style="list-style-type: none"> I. Annual Governance Statement 2023/24 II. Section 2 – Accounting Statements 2023/24 III. To note the Annual Internal Audit Report 2023/24 for the AGAR and the recommendations made in the detailed report as submitted to Council. b. To agree the Internal Control Statement for the year ending 31st March 2025. c. To review and agree the asset register. d. To review and approve the Council’s risk assessment. e. Review of Denham Parish Council Publication Scheme f. Adoption of Denham Parish Council Retention Policy g. Management of the Speed Indicator Device (SID)
9	<p>Denham Community Council: To receive an update and consider any action required.</p> <ul style="list-style-type: none"> a) To agree the management agreement/Trust Deed with the DCC to run the Village Hall. b) To gift the portrait of King Charles III to the Denham Community Council to be located at the Village Hall.
10	<p>Correspondence: To receive and consider any comments/actions to correspondence received which is not already covered within the agenda.</p> <ul style="list-style-type: none"> a) Nothing received at time of drafting agenda.
11	Any other matters for information, to be noted, or for inclusion on a future agenda.
12	Date for the next Parish Council meeting – 16 th July 2024.
13	To close the meeting.