



Mark Ramshaw
Parish Clerk
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9th May 2024

Dear Councillor

You are duly summoned to attend the Annual Meeting of West Rainton & Leamside Parish Council at 19:00 on Thursday 16th May 2024 at St Marys Church Meeting Room, West Rainton.

Members of the public are welcome to attend.

Agenda

- 1) Election of Chairman for 2024/2025: Parish Council to elect a Chairman
- 2) Declaration of Office: Declaration of Acceptance of Office to be signed by the Chairman.
- 3) Election of Vice Chairman for 2024/2025: Parish Council to elect a Vice Chairman
- 4) Apologies for Absence: Parish Council to receive and consider any apologies.
- 5) Declarations of Interest:
 - a) To declare any personal interests in items on the Agenda and their nature.
 - b) To declare any prejudicial interests in items on the Agenda and their nature.
(Councillors with prejudicial interests must leave the room for relevant items)
- 6) Appointments to Outside Bodies: Parish Council to consider nominations to:
 - West Rainton and Leamside Village Partnership
 - Smaller Councils Forum
- 7) Parish Councillor Vacancies:
Co-Option to Parish Councillor Vacancy – Parish Council to consider any applications and agree to a new deadline for further expressions of interest if necessary
- 8) Public Participation:
Questions to be taken from members of the public for a maximum of 15 minutes in line with the Parish Council's Public Participation policy.

- 9) Minutes: To consider approval of the minutes of the Parish Council Meeting 18th April 2024.
- 10) Finance:
Parish Clerk to report on financial position and seek approval for payments Due.
- 11) 2023/24 Budget – Q4 Bank Reconciliation
- 12) Budget Position Q4 2023/24 – Parish Clerk to report financial position
- 13) 2024/25 Budget – Parish Council to consider revised budget
- 14) Internal Audit Report 2023/24 – Parish Council to consider Internal Audit Report
- 15) Annual Governance and Accountability Return 2023/24: For Parish Council approval and signature by the Chairman
- 16) Planning Applications - Parish Council to consider planning applications received from DCC
- 17) Annual Parish Meeting – Parish Council to consider any matters arising
- 18) Meetings Calendar 2024/25 – Parish Council to approve schedule of meetings for forthcoming municipal year
- 19) West Rainton & Leamside Village Partnership – Update from Cllr Wallage
- 20) General correspondence: For consideration.
- 21) To note date and time of next meeting:
Thursday 20th June 2024 at 19.00 pm, St Marys Church Meeting Room, West Rainton

Signed:



Mark Ramshaw, Parish Clerk, West Rainton Parish Council