

Jasmine Cottage, Byles Green,  
Upper Bucklebury, Reading. RG7 6SD  
Phone: 01635 863581  
e-mail: [stanforddingleypc@gmail.com](mailto:stanforddingleypc@gmail.com)

To: All members of Stanford Dingley Parish Council

You are hereby summoned to the annual meeting of Stanford Dingley Parish Council. If you are unable to attend, please notify the clerk.

Prior to the meeting there will be a public session for members of the public to ask questions and make comments regarding the parish council.

## Notice of Meeting

Date: Monday 21<sup>st</sup> May 2024

Time: 7.30pm

Location: The Club Room, Stanford Dingley.

*Helen Pratt*

Helen Pratt – Clerk to Stanford Dingley Parish Council.

16<sup>th</sup> May 2023

## Agenda

1. **To elect the Chairman of the Council and to receive the Declaration of Acceptance of Office.**
2. **To elect the Vice Chairman.**
3. **To receive apologies for absence.**
4. **Declaration of Interests.**
  - 4.1. To receive Declaration of Interest papers for the Register.
  - 4.2. To receive any declarations of interest in agenda items.
5. **Public Session – to receive comments and questions from parishioners.**
6. **Approval of minutes of the following SDPC meetings:**
  - 6.1. To approve the minutes of the meeting of Tuesday 19<sup>th</sup> March 2024.
  - 6.2. To approve the minutes of the extra ordinary meeting of Tuesday 30<sup>th</sup> April 2024.
7. **To review corporate documents and the Asset Register.**
  - 7.1. Standing Orders
  - 7.2. Financial Regulations
  - 7.3. Code of Conduct
  - 7.4. Asset Register
8. **To review the Risk Assessment**
9. **To review the insurance provision.**

- 10. To set dates for ordinary meetings for the coming year.**
- 11. Planning.**
  - 11.1. To receive an update on any planning matters.
- 12. Parish Council Assets.**
  - 12.1. To receive an update on the Village Field.
  - 12.2. To receive an update on the Club Room (including the generator and the new front door).
- 13. To receive the District Councillor's Report.**
- 14. To review delivery over the last year and set priorities for the coming year.**
- 15. Reports.**
  - 15.1. To receive an update from the Events Committee on upcoming events.
  - 15.2. To receive an update from the Dredge Gang.
- 16. To receive the Clerk's Report.**
  - 16.1. Finances
    - 16.1.1. To receive a report of expenditure and income in FY23/24 against budget.
    - 16.1.2. To receive the Financial Statement dated 21/5/2024.
    - 16.1.3. To verify the bank statement and Financial Statement.
    - 16.1.4. To authorise payments.
  - 16.2. To set the date for an extra ordinary meeting to review the internal audit report and to sign the AGAR.
- 17. Round Table Comments (for information only).**
- 18. Finish**

Signed: *Helen M. Pratt*

Helen M. Pratt, Stanford Dingley Parish Clerk.