

LITTON PARISH COUNCIL

Clerk:
Ms G Turner

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14th May 2024

To the Members of Litton Parish Council

Dear Councillor

You are summoned to attend the Annual Meeting of Litton Parish Council to be held on Monday 20th April at 7.30pm in Litton Village Hall.

Yours sincerely

G S Turner

Ms G Turner
Clerk to the Parish Council

AGENDA

PART 1 – NON CONFIDENTIAL INFORMATION

1. Election of Chair (All)
2. To receive apologies for absence
3. Election of Vice Chair
4. Declaration of Members' Interests
5. Public Participation
 - (a) At the start of the meeting a period of not more than ten minutes will be made available for members of the public to ask questions or submit comments about Parish Council matters. Where a Member indicates they have a prejudicial interest, but wish to make representations regarding the item before leaving the meeting, those items must be mentioned under item (c) below.
 - (b) If the Police Liaison Officer, a County Councillor or District Council Member is in attendance the public will be given the opportunity to raise any relevant matter. Members of the Parish Council however will restrict Police matters they raise to those relating to their parish.
 - (c) Members declaring a prejudicial interest who wish to make representations or give evidence under the Code of Conduct relating to Agenda items shall do so at this stage.

To determine which items, if any, from the Agenda should be taken with the public excluded. If the Parish Council decides to exclude the public, it will be necessary to pass a resolution in the following terms:

“to consider a resolution under the Public Bodies (Admission to Meetings Act 1960) s1 to exclude members of the press and public in order to discuss item number ...”

6. This item will then be discussed with press and public excluded.
7. To confirm the minutes of the Monthly Meeting held on 15th April 2024
8. Actions from the minutes
2833 Quiet Lane Signs (CB/CG)
2847 Cressbrook War Memorial and Land - Ecology Survey (CB)
2863 Tree Maintenance – update (NG)
2865 Request for Memorial to be laid flat at Litton Cemetery (All)
9. Planning Applications (All)
None to date
10. Finance (Clerk)
 - (i) Accounts for Payment
 - (ii) Declaration of exempt from the requirement for a limited assurance review
 - (iii) Receive and note the Annual Internal Audit Report
 - (iv) Annual Governance Statement 2023/24 – AGAR Part 2, Section 1
 - (v) Accounting Statement 2023/24 – AGAR Part 2, Section 2
 - (vi) Variance Analysis 2023/24
 - (vii) Bank Reconciliation at 31 March 2024
 - (viii) Note the dates for publication of unaudited AGAR
11. Monthly Playground Report (GR)
12. Tree Survey (see attached) (NG)
13. Review of Standing Orders (see attached) (All)
14. Review of Financial Regulation
15. s (see attached) (All)
16. Review of Risk Assessment (see attached) (All)
17. Review of Fixed Assets (see attached) (All)
18. Consideration of insurance value for Cressbrook War Memorial and Litton Market Cross (All)
19. Consider request from Litton Wakes Committee to use the Village Greens during Wakes (All)
20. Consider the Parish Council’s Bench Policy and the seat around the tree in Litton (GR)
21. Consider replacement of Cressbrook Mill noticeboard (All)
22. Correspondence
Correspondence received by Clerk since the last Council Meeting.

Date of Next Meeting 17th June, 7.30pm in **Cressbrook Club**