**Swerford Parish Council**

**Parish Council Committee Meeting**

**Wednesday 8th May 2024 at 19:30 hrs**

**Swerford Village Hall**

**AGENDA**

1. **Declarations of Interest.**
2. **Apologies for absence.**
3. **Code of Conduct.**
4. **Approval of minutes:**

Annual Parish Council Meeting minutes of 15 February 2024

1. **Matters arising:**
   1. 20MPH limit.
   2. Dates to be confirmed for Parish Council Meetings and the Annual Parish Assembly for 2024/25.

This is required to be agreed now. The Annual Parish Assembly (not a Parish Council Meeting) must be held between March 1st and June 1st annually. The Annual Parish Council Meeting must be held in May, except in an Election Year when it has to be held between the fourth and eighteenth day after the election. (Last election - 2023) The dates may be combined.

* 1. New Clerk position, or merge with another community.

1. **Financial Governance:**
   1. An up-to-date statement of receipts and payments, actual versus forecast, together with a summary of balances held to be noted.
   2. A list of payments made since 15 February (the last meeting): to be ratified.
   3. To note the quarterly reconciliation of bank statements as at 31MAR24 and minute accordingly.
2. **General Governance:**

Items which are scheduled for review:

* 1. Renewal of Insurance expiring 31MAY24. Arranged through broker Gallagher.

1. **Planning Applications:**

The following applications were received and responded to:

* 1. 23/01193/FUL Church End. Appealed.

1. **Playground**
   1. An update and presentation of some options.
   2. To confirm that monthly visual checks (required for insurance purposes), are being made.
2. **Village Hall**
   1. A brief update.
3. **Swerford Charity**
   1. An update.
4. **Any Other Business**

Jarvis Morley, Parish Clerk 7 May 2024