



The **Annual Meeting of Kirby Muxloe Parish Council** will be held on **Thursday 2nd May 2024** at **Kirby Muxloe Parish Council**, Station Road, Kirby Muxloe commencing at **7 p.m.** for the transaction of the below business.

All members of the Council are required to attend.

R. Atkinson
Parish Clerk

Dated: 23rd April 2024

AGENDA

- 1 To elect a Chairman of the Council and to receive the declaration of acceptance of office**
- 2 To elect a Vice Chairman of the Council and to receive the declaration of acceptance of office**
- 3 To receive apologies for absence**
- 4 To receive any declarations of pecuniary and non-pecuniary interests to any matter pertaining to the agenda and to consider dispensations**
- 5 To approve and sign the minutes of the meeting held on 28th March 2024**
- 6 To receive a Report from Leicestershire County Council**
(15 minutes are set aside)
- 7 To receive a Report from Blaby District Council**
(15 minutes are set aside)
- 8 Public Participation**
(15 minutes are set aside for parishioners to raise issues and ask questions)

9 To review and agree the Terms of Reference and to consider membership

- i. Leisure, Parks and Cemetery Committee
- ii. Planning Committee
- iii. Events Working Party
- iv. Kirby Meadows Working Party
- v. Pavilion Renovation Working Party

10 To appoint Representatives to Outside Bodies

- i. Kirby Muxloe Village Hall
- ii. Kirby Muxloe Library and Community Hub
- iii. Lubbesthorpe Impact Group

11 To review and agree

- i. Standing Orders
- ii. Financial Regulations
- iii. Code of Conduct
- iv. Cheque signatories/online banking
- v. Risk Management Schedule
- vi. Asset Register
- vii. Arrangements for insurance cover
- viii. Current policies/procedures
- ix. Annual subscriptions

12 To receive the Clerks report

- i. To verify all payments and note the income since the previous meeting
- ii. To verify and authorise the Payments Schedule

13 To note any other business

(This item should only be used to register future agenda items or items that are solely for information only. No issues requiring a decision or with a financial implication can be raised)

PROPOSED FOR CLOSED SESSION

In accordance with the Public Bodies (Admission to Meetings) Act 1960 and the Local Government Act 1972 ss100 and 102, members of the public and press are likely to be excluded from the meeting at this point due to the confidential nature of the business

14 To receive an update on staffing and to consider associated matters

15 To receive an update on requests concerning Audit of Accounts, Freedom of Information and Data Protection and to consider associated matters

16 To confirm the date and place of next meeting