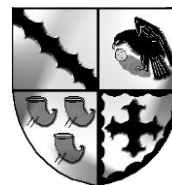


Culcheth and Glazebury Parish Council



Extra Ordinary Parish Council Meeting

to be held at 6.00pm on Tuesday 13th August 2024

at Culcheth Library

Members of the Council are summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out in the agenda.

Signed: Cllr C Benson
Chair – Culcheth & Glazebury Parish Council

AGENDA

1. To receive apologies for absence
2. Declaration of Interests
To provide an opportunity for members to declare any personal and/or prejudicial interest in relation to any item on the agenda.
3. Procedural matters
 - 3.1 To approve and authorise the signing of the minutes of the previous meeting.
 - 3.2 Matters arising from the minutes of the meeting.
4. Public Forum - Members of the public may normally ask a question or make a comment regarding any item that is on the meeting agenda. (A total of 3 minutes is normally allocated for each member of the public wishing to speak, limited to 15 minutes in all. The decision on the time allocated to each topic rests with the meeting chairperson. Advice as to other means of raising matters with the Parish Council or commenting can be found on the Council's website.)
5. Finance
 - 5.1 To consider and resolve to approve the Annual Governance Statement for 2023/24
 - 5.2 To consider and resolve to approve the Annual Accounting Statement for 2023/24
 - 5.3 To receive and approve the asset register dated 31st March 2024
 - 5.4 To confirm that suitable arrangements for insurance are in place for 2024/25
 - 5.5 To discuss arrangements to undertake an internal audit
 - 5.6 To agree to pay NetWise by direct debit – (email and website provider)

- 5.7 To agree any other payments due
- 5.8 To discuss purchasing Office 365 for the Clerk's laptop
- 5.9 To discuss banking arrangements
6. To consider a resolution to exclude the public and press under the Public Bodies (Admission to Meetings) Act 1960 1 (2) by reason of the confidential nature of the items of business to be transacted if required.
7. Staffing Update – Cllr C Benson
To receive an update on staffing issues.