

# HARPENDEN RURAL PARISH COUNCIL HERTFORDSHIRE

Notice is hereby given of the Annual Meeting of Harpenden Rural Parish Council at 7.00pm on Tuesday 28 May 2024 to incorporate the Annual Parish Meeting

Venue: The Janet Campbell Room at St Mary's Church, Kinsbourne Green, Herts, AL5 3QE.

The Parish Council members' attendance is hereby summoned

Clerk to the Council

18 May 2024

## AGENDA

### Part 1 - The Annual Parish Meeting

- I Appointment of Chair
- II Apologies for absence
- III. Approval of the minutes of the meeting held on 11 May 2023 (previously circulated)
- IV. Presentation of the draft accounts for the year ending 31 March 2024
- V. To close the meeting and move to the Annual Meeting of Harpenden Rural Parish Council

### Part 2 - The Annual Meeting of Harpenden Rural Parish Council

1. Appointment of Chair for 2024/25
2. Appointment of Vice-Chairman for 2024/25
3. Apologies for Absence
4. Declarations of Interest
5. Minutes of the meeting held on 5 March 2024 (previously circulated)
6. Matters arising
7. Resignation of John Holder and co-option to the Parish Council
8. To note and receive the Internal Audit Report (previously circulated)
9. To approve the Summary Receipts and Payments Accounts 2023/24 (previously circulated)
10. Annual Governance and Accountability Return 2023/24
  - (a) To approve the Annual Governance Statement 2023/24
  - (b) To approve the Accounting Statements for the year ending 31/3/2024
  - (c) To approve the Certificate of Exemption from a limited assurance review
11. Insurance Renewal 2024/25

12. Schedule of payments and review of expenditure v budget (previously circulated)

13. Kinsbourne Green Common.

There are two issues that will require some discussion by the Parish Council. The first is the tenancy issue outlined in the Chair's email of 26 April 2024 and the second is a more general matter relating to the Common boundary. It is suggested that the Parish Council agree a date for a special meeting in June to consider both matters when more information is likely to be available.

14. Parish Council newsletter/photography competition

15. Planning applications and decisions 1 March to 1 May 2024 (previously circulated)

16. Parish Council website

17. Financial Regulations (previously circulated). Note: in the last two weeks the National Association of Local Councils (NALC) has issued a 2024 version of its Model Regulations. In view of that it is suggested that the agenda item be deferred in order that the HRPC regulations can take the new NALC guidance into account.

18. Bank Mandate changes

19. St Albans and District Association of Local Councils - Appointment of representative

20. London Luton airport

21. Any Other Business

22. Date of next scheduled meeting - Monday 16 September 2024

A J Reading  
Clerk to the Council