

**COUNCILLORS**  
**YOU ARE HEREBY SUMMONED TO THE**  
**ANNUAL MEETING OF**  
**BOYNTON PARISH COUNCIL**

**ON MONDAY 19th MAY 2025 at 7.45pm at Boynton Village Hall**

**THIS IS AN OPEN MEETING AND MEMBERS OF THE PRESS AND PUBLIC ARE WELCOME TO ATTEND**

**IT IS POSSIBLE THAT THIS MEETING MAYBE RECORDED AND/OR FILMED**

**AGENDA**

- 1. To receive nominations and to elect a Chair**
- 2. To receive Chair's Declaration of Acceptance of Office**
- 3. To receive apologies**
- 4. To receive proposals and to elect a Vice Chair**
- 5. To receive chair's report**
- 6. To agree the 2 members as ERNLLCA representatives**
- 7. To review Personnel Committee members**
- 8. To confirm bank signatories**
- 9. To review the following**
  - a. Finance Regulations**
  - b. Standing Orders**
  - c. Code of Conduct**
- 10. To review Asset Register**
- 11. Declaration of Pecuniary or Non-Pecuniary Interest**
- 12. To agree minutes to the meeting held 17th March 2025**
- 13. To receive the Clerks report**
- 14. To note correspondence (emailed to Councillors prior to the meeting, not covered by agenda items above) & any actions required**
- 15. Finance**
  - a. To examine and sign year ending 24/25 receipts and payments**
  - b. To examine and sign year ending 24/25 bank reconciliation**
  - c. To review the budget spent 24/25**
  - d. To examine and sign payments to date**
  - e. To approve payments under payment schedule 1 (24-25 Bank charges £4.25 & ERYC salt bin refill £104 & 25-26 ERNLLCA membership £192.51, Openstrike-domain name purchase £30, Elkerlodge Services Ltd-internal audit £115)**

- f. To approve Clerks expenses
- g. To receive Internal Auditors report & note any actions required
- i. To agree & sign AGAR annual governance statement section 1
- j. To agree & sign AGAR accounting statement section 2
- k. To sign notice of exemption statement from PKF Littlejohn
- l. To note dates of Notice of Public Rights
- m. To decide whether to open a 45 Day Notice Account with Hinckley & Rugby Building Society

**16. To agree meeting dates**

21<sup>st</sup> July, 15<sup>th</sup> September, 17<sup>th</sup> November, 19<sup>th</sup> January 2026, 16<sup>th</sup> March 2025, 18<sup>th</sup> May 2026

**17. To confirm date of the next meeting and receive any agenda items**

(21<sup>st</sup> July)

Signed

Date: 10.05.2025

*R Jackman*

*Clerk to the Parish Council*

**Correspondence (17<sup>th</sup> March to 10<sup>th</sup> May 2025)**

17 March – The East Riding Design Code

HEY LNRS webinars

HR newsletter from ERNLLCA

3 April – Free Councillor courses from ERNLLCA

ERNLLCA newsletter

7 April – Police newsletter

9 April – Humberside Police – Communities better together event

Meeting of East Riding district committee

Good Councillor Guide to Finance

10 May – Police newsletter

ERNLLCA newsletter

Annual Town & Parish Council Planning liaison meetings 12 & 20 June