



# Stoke by Clare

## Parish Council

### ANNUAL PARISH COUNCIL MEETING

**NOTICE IS HEREBY GIVEN** that the Annual Meeting of Stoke by Clare Parish Council will take place on **Monday 22 May 2023** at **The Barn, Ashen Lane, Stoke by Clare, CO10 8JA** at **7.40pm** or on the rising of the Annual Parish Meeting taking place that same evening, whichever is the later.

The meeting will consider the matters set out in the agenda below. Members of the public and County and District Councillors are welcome, and time will be allowed under item 4 for the consideration of questions or issues of concern raised by Parishioners.

The agenda and public reports have been published on the [Stoke by Clare website](#).

<b>Judith Dignum</b>	<b>16 May 2023</b>
<b>Parish Clerk</b>	<a href="mailto:stokebcpc@outlook.com">stokebcpc@outlook.com</a>

### AGENDA

**1. Election of Chairman**

To elect a Chairman for the Municipal Year 2023/24.

**2. Election of Vice-Chairman**

To elect a Vice-Chairman for the Municipal Year 2023/24

**3. Parish Council Election Results**

To note that, following uncontested elections held on 4 May 2023, the following have been elected to membership of the Parish Council for a term of four years (until May 2027):

Justin Blake James	Kevin Nichols
Giles Dadd	Edwin Smith
Jane Kiddy	Paul Vincent
Roger McKenny	

**4. Receipt of reports and consideration of issues raised by members of the public**

**Suspension of Standing Orders**

To allow the receipt of reports and consideration of issues as set out below (if any):

- i. Report by the County Councillor for Clare Electoral Division
- ii. Report by the District Councillors for Clare, Hundon and Kedington
- iii. Issues raised by members of the public (if any)

**Resumption of Standing Orders**

**5. Declarations of Interest (if any)**

**6. Minutes: 13 and 20 March 2023 (attached)**

To receive and confirm as a correct record the minutes of the following meetings:

- a. 13 March 2023
- b. 20 March 2023

**7. Review of Committees and Appointment of Members (attached)**

**8. Appointment of Responsible Financial Officer**

To appoint the Council's Responsible Financial Officer for the year 2023/24.

**9. Accounts and Audit**

**i. Review of expenditure incurred under s137 of the Local Government Act 1972**

To confirm that in the financial year 2022/23 the Council approved expenditure in the sum of £1500 under S137 of the Local Government Act 1972. A single payment of the total sum was made, representing grant aid to the Parochial Church Council of Stoke by Clare. The Council agreed to support the request, being of the view that the church is a benefit to the Village, both directly for residents and in terms of attracting visitors.

- ii. Accounts for the year 2022/23**
- iii. Statement of Receipts and Payments**
- iv. Bank Reconciliations (attached)**
- v. Accounts for payment: to receive and agree**

**10. Village Signs**

**11. Car Boot Fair Proposal**

**12. Graveyard Responsibilities**

**13. Correspondence (if any)**

**14. Dates of Future Meetings**

- a. To note that the next meeting of the Council will take place at 7.30pm on Monday 19 June 2023 at The Barn, Ashen Lane, Stoke by Clare, CO10 8JA
- b. To consider changing the date of the October meeting of the Council, currently scheduled for Monday 23 October.