

Cosgrove Parish Council

Mobile: 07494 855422

E-mail: clerk@cosgroveparishcouncil.org.uk

Website: www.cosgrovevillage.co.uk

Issued: 24 April 2024

To: All Parish Councillors

From: Mrs Jenny Evans, Clerk to Cosgrove Parish Council

Dear Councillor

You are hereby summonsed to attend the Annual Meeting of Cosgrove Parish Council to be held at **Cosgrove Village Hall, 39 Bridge Road, Cosgrove MK19 7JH.**

On **Wednesday 1 May 2024 at 7.30 pm** for the purpose of transacting the following business:

AGENDA

Reference	Item	Suggested time
CPC24/05/1	Election of Chair	30 seconds
CPC24/05/2	Declaration of Acceptance	30 seconds
CPC24/05/3	Election of Vice Chair	30 seconds
CPC24/05/4	To receive and approve apologies for absence	30 seconds
CPC24/05/5	Declarations of interest	30 seconds 19.33
CPC24/05/6	Approval of Minutes of 3 April 2024	1 minute 19.34
CPC24/05/7	Matters arising from the Minutes not covered elsewhere in the agenda	2 minutes 19.36
CPC24/05/8	To appoint members to the Planning Subcommittee	1 minute 19.37
CPC24/05/09	1. Public Session Issues raised by the public(<i>Members of the Public are invited to address the Council. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Representations shall not require a response at the meeting nor start a debate. Members of the Public should stand (if able) and address the chairman of the meeting, who may direct that a written or oral response be given</i>) 2. Report from Ward Councillor	15 minutes 19.52 5 minutes 19.57
CPC24/05/10	To receive Parish Clerk's report (including correspondence received since last meeting requiring a comment or decision) circulated in advance	13 minutes 20.10
CPC24/05/11	Finance	10 minutes

Please note, Members of the Public and Press are welcome to attend. Under the Openness of Local Government Bodies Regulations 2014, Members of the Public are permitted to photograph, film, broadcast and report on the meeting, subject to the efficient running of the business and the meeting not being disrupted.

	a). To receive update on current finances in comparison to budget b). To approve payment of invoices (schedule circulated separately)	20.20
CPC24/05/12	To receive the Internal Audit report To complete the Annual Governance and Accountability Return 2023-2024 Sections 1 and 2	5 minutes 20.25
CPC24/05/13	Planning no applications received since 3 April 2024	30 seconds 20.26
CPC24/05/14	Councillor updates	10 minutes 20.36
CPC24/05/15	To approve the design of a donated bench and to decide which side of the entrance to Mansel Close it will be sited. To decide if the Parish Council wishes to approve the wording on the memorial plaque.	5 minutes 20.41
CPC24/05/16	To agree a date for the Planning Subcommittee to meet to consider the WNC Draft Local Plan and the method of approval of comments recommended by the Planning Subcommittee (consultation closes 2 June 2024).	5 minutes 20.46
CPC24/05/17	To review arrangements for Annual Assembly of the Parish on Wednesday 15 May 2024	5 minutes 20.51
CPC24/04/14	Meeting Appraisal Review the timings allocated to agenda items and consider further adjustments if necessary.	2 minutes 20.53
CPC24/04/15	Date of next meeting Wednesday 4 June 2024 (Local Government Act 1972 Schedule 12 Part II para 8.1)	
	Closure of Meeting	20.55

Signed:

Date: