

15<sup>h</sup> June 2022

## **FULL COUNCIL**

You are hereby summoned to attend a Meeting of **Stirchley and Brookside Parish Council** to be held at The Sambrook Centre, Stirchley on: - **Tuesday 2st June 2022** at **7:00pm** for the transaction of the following business: -

**Public Open Session** – Maximum of 15 minutes.

### **AGENDA**

#### FC/22/19 APOLOGIES AND DECLARATIONS OF INTEREST.

To receive apologies and record non-pecuniary declarations of interest in matters on the agenda.

#### FC/22/20 MINUTES.

To approve the minutes of the Council meeting of 3<sup>rd</sup> May 2022- Appendix A.

#### FC/22/21 MATTERS ARISING.

To receive information on actions taken arising from the last meeting.

#### FC/22/22 VACANCIES ON COMMITTEES.

To make an appointment for a vacancy on the Community and Environment Committee.

#### FC/22/23 CLERKS REPORT.

To receive a report from the Acting Clerk- Appendix B (to follow).

#### FC/22/24 AUDIT COMMITTEE.

To receive dates for the meetings of the Audit Committee for the year 2022/23.

#### FC/22/25 BANK ACCOUNT SIGNATORIES.

To review signatories on the Parish councils various accounts.

#### FC/22/26 BAD DEBTS.

Consider writing off outstanding debt.

#### FC/22/27 CASH HANDLING.

To receive a recommendation re handling cash.

FC/22/28 INTERNAL AUDITORS REPORT.

To receive the internal auditors report and note any action required- Appendix C(to follow)

FC/22/29 ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN.

- a. To approve the Annual Governance Statement 2021/2(section 1)- Appendix D (to follow).
- b. To approve the Accounting Statements 2021/2 (section2)- Appendix E (to follow)
- c. To approve the Year End Balance Sheet and Income and Expenditure reports 2021/2- Appendix F (to follow).

FC/22/30 PAYMENTS OVER £500.

To approve any payments over £500.

FC/22/31 CLIMATE CHANGE WORKING GROUP.

To set a meeting schedule for the group for 2022/3.

FC/22/33 LEASE WITH TELFORD AND WREKIN AND LICENCE WITH BROOKSIDE CENTRAL CIO.

To review and agree the surrender document for the lease with Telford and Wrekin council and the procedure for relinquishing the Licence with the CIO.

FC/22/34 OUTSIDE BODIES.

To appoint representatives to outside bodies:

- a. Telford and Wrekin Parishes Forum.
- b. Tree warden.
- c. T&W Bus Users Group.
- d. Wrekin area Committee (SALC) 2 reps.
- e. Brookside Central CIO Trustee Board.

FC/22/35 CORRESPONDENCE.

To receive any correspondence requiring action.

FC/22/36 COUNCILLOR'S REPORTS.

To receive any reports from councillors on current matters in the parish.



Sam Middleton  
Acting Clerk