

# LOCAL GOVERNMENT ACT 1972

PARISH OF GREAT ALNE

## **ANNUAL MEETING -and- PARISH ASSEMBLY GREAT ALNE PARISH COUNCIL**

NOTICE IS HEREBY GIVEN THAT:

**A Meeting of the Parish Council for the above-named Parish will be  
held at**

**The Function Room, Maudslay House, Great Alne Park, Park Lane,  
Great Alne B49 6HS on**

**Tuesday the 13th day of May 2025**

- Annual Meeting – 6.00pm**
- Parish Assembly – 7.00pm**

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder. Dated this day 30<sup>th</sup> day of April 2025.

Kyla Brown, Executive Officer to the Parish Council.

**NOTE: Minutes and agenda are available on the website: [www.greatalne-pc.gov.uk](http://www.greatalne-pc.gov.uk)**

**[MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND](#)**

## **ANNUAL MEETING**

### **AGENDA:**

1. Election of Chairman for 2025/2026
2. Election of Vice-Chairman for 2025/2026
3. To accept apologies for absence
4. Declaration of interests in items on this agenda
5. To receive the Chairman and Vice Chairman's Declaration of Acceptance of Office.
6. To confirm the minutes of the Annual Meeting held on 21 May 2024
7. To review the Council's Code of Conduct, Standing Orders, Financial Regulations, Risk Management Policy, Complaints Procedure, Grievance & Disciplinary Policies, Freedom of Information Publication Scheme, Diversity and Equality, Social Media,

- Earmarked Reserves, Scheme of Delegation, Filming and Recording, Donations, Tree Management and Volunteer, Lone Working, Health & Safety policies, Gift and Hospitality policy and the Privacy Notice
8. To consider and adopt new IT Policy, Flexible Working Policy, Sexual Harassment Policy and Anti-bullying Policy
  9. To review Banking Signatories, Bank Mandate and Direct Debits
  10. To receive a report on the capital assets and liabilities vested in the Council for 2024-2025
  11. To review Register of Hospitality & Gifts and DPLs
  12. Donations made 2024-2025
  13. To obtain authority for councillors to continue to receive summons and associated papers for council meetings electronically
  14. Consideration, approval and sign off of GAPC accounts for the past financial year
  15. To receive, consider and approve the Internal Audit Report for the financial year 2024-2025 and agreement that the prepared GAPC accounts can form part of the AGAR for 2024-2025
  16. To approve the Governance Statements for the Annual Governance and Accountability Return 2024-2025
  17. To approve the Accounting Statements for the Annual Governance and Accountability Return 2024-2025
  18. Confirm approval of the submission of AGAR Form 3 (non-exempt authority) for GAPC for the financial year 2024-2025
  19. Confirm dates for the Notice of Public Rights shall run from Mon 2 June until Fri 14 July 2025

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## PARISH ASSEMBLY

### AGENDA:

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| <ol style="list-style-type: none"><li>1. Welcome by the Chair</li><li>2. To accept apologies for absence</li><li>3. To confirm the minutes of the Parish Assembly held on 21 May 2024</li><li>4. Parish Council Chair's Report – Cllr Lynn Bowring</li><li>5. Annual Accounts of Great Alne Parish Council year ending 31 March 2025</li><li>6. Report from Trustees of charities (Memorial Hall and Great Alne Parochial Charity)</li><li>7. Reports from local voluntary groups and community organisations</li><li>8. County Councillor's report</li><li>9. District Councillor's report</li><li>10. Other matters raised by an elector of the Parish (please contact the Clerk in advance)</li></ol> |
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