

To: All Members of South Mimms & Ridge Parish Council

Notice is hereby given that the first **Annual Meeting of South Mimms & Ridge Parish Council** will be held on Thursday 11th May at the Village Hall, Blanche Lane, South Mimms at 7.30 p.m. for the purpose of transacting the business set out in the Agenda below and you are hereby summoned to attend. **This meeting will also cover the Annual Meeting of the Parish Residents.**

Agenda

1. For the newly elected Councillors to sign acceptance of office and present their declarations of interests.
2. To elect a Chairman and Deputy of the Council for the ensuing Council year.
3. For any vacancies to be filled by co-option
4. To adopt the Model Standing Orders and Financial Regulations published by The National Association of Local Councils
5. To adopt the new Hertsmere Code of Conduct.
6. To adopt all Policies previously adopted by South Mimms Parish Council as published on the Council's website.
7. To adopt the Mission Statement of SMPC pending a review in the June meeting.
8. To consider and approve the payment of any subscriptions falling to be paid annually
 - Membership subscription - Hertfordshire Association of Parish and Town Councils
 - Public Liability insurance premium -
 - Registration fee - Office of the Information Commissioner
 - Website hosting and Village Hall Internet
9. To Note: Each year the smaller authorities Annual Governance and Accountability Return (AGAR) needs to be reviewed by an appointed External Auditor. For Hertsmere this is PFK Littlejohn LLP.

As the Clerk also acts as the Responsible Finance Officer, the Council appoints an independent and qualified Internal Auditor every year to sign off on our sub-mission. This is to ensure transparency and independence. Mr Alex Sage has been appointed to audit the Accounts of South Mimms Parish Council for the previous Financial Year.

Part 2 – 7.40 pm (est).

10. Annual Parish Meeting when a statement of the Parish Council's Activities in the last year is presented to the Public of the Parish.
 - i. Apologies for absence – Cllr Bania
 - ii. Chair's report for the year ending 31 March 2023 to the residents of the Parish
 - iii. Public questions.

Part 3 – 7.50 pm (est.)

11. To hear any representation on planning applications.
12. To Note that the Clerk has had no response to her letter to Hertsmere Enforcement regarding the overturning of the Borough Council's Enforcement Notice on the site next to Romani House.
13. SM&RPC would like to thank the Village Hall Committee for their efforts with the Coronation Party.
14. To note the next regular meeting will be Thursday 1st June. Please note there is no meeting in August.