



**Members of Lympne Parish Council are summoned to the Annual Parish Council meeting of Lympne Parish Council to be held on Wednesday 8<sup>th</sup> May at 7pm at Lympne Castle  
The meeting will commence after the Annual Parish Meeting.**

## **AGENDA**

- 1. ELECTION OF THE CHAIR OF LYMPNE PARISH COUNCIL-**  
Once elected the chair will sign the acceptance of office
- 2. APOLOGIES.** Members are reminded of the need to tender apologies with the reason for absence direct to the Clerk if they are unable to attend.
- 3. DECLARATIONS OF INTEREST**
  - a. To declare any personal interests in items on the agenda and their nature.
  - b. To declare any prejudicial interests in items on the agenda – any councillors with prejudicial interests must leave the room for the relevant items.
- 4. PROPOSAL TO ELECT A VICE CHAIR OF THE COUNCIL**  
Members will decide if they will elect a vice chair of the Council and if so, propose a member to hold that office.
- 5. ACCEPTANCE OF THE MINUTES OF THE COUNCIL MEETING HELD ON THE 12th April 2024**
- 6. NOTIFICATION OF A CASUAL VACANCY CREATED DUE TO THE RESIGNATION OF MR D BURDEN**
- 7. ACKNOWLEDGEMENT AND ACCEPTANCE OF STANDING ORDERS**
- 8. ACKNOWLEDGEMENT AND ACCEPTANCE OF THE CODE OF CONDUCT**
- 9. ACKNOWLEDGEMENT AND ACCEPTANCE OF THE FINANCIAL REGULATIONS FOR LYMPNE PARISH COUNCIL**
- 10. TO CONSIDER THE REPORT FROM THE INTERNAL AUDITOR 2023-2024**
- 11. LYMPNE EXTERNAL AUDIT 2023-2024**  
**Confirmation of the Annual Governance Statement 2023-2024**

**12. LYMPNE EXTERNAL AUDIT 2023-2024**

Certification of the Accounting Statements for the year ending 31<sup>st</sup> March 2024

**13. APPOINTMENT OF COUNCILLORS TO OTHER COMMITTEES/RESPONSIBLE BODIES  
WORKING GROUPS**

**14. PUBLIC SESSION-**

**15. CORRESPONDENCE AND COMMUNICATION AND TO DEAL WITH ANY MATTERS  
ARISING**

**16. PLANNING**

To be advised

**17. FINANCE**

- a. Bank Reconciliation
- b. Review of transactions and budget
- c. Payments for Authorisation

**18. DATE OF NEXT MEETING-**

June 13<sup>th</sup> 7pm at the Committee Room Village Hall Lympne

**19. CLOSED SESSION- Members will consider the yearly pay award for the Clerk.**



Mr J. Lawrence  
PARISH CLERK

02/05/2024