

## **Batheaston Parish Council – Council Meeting 16<sup>th</sup> April 2024**

### **Clerk's Report**

#### **Year-End, Budget Preparation and “AGAR”**

My main focus over the next 2 months will be on the preparation of the “**Annual Governance and Accountability Return**” (AGAR), which I will bring to Council for approval at its June meeting. The Internal Audit is scheduled to take place during the week commencing 20<sup>th</sup> May.

In parallel I will work with the assistance of the Bookings Clerk to develop the detailed budget for this year.

#### **Annual Parish Council Meeting and Annual Village Meeting**

The next Council meeting in May is special in that we are required to (re-)elect the Chair of Council, and traditionally all policies and terms of reference are reviewed and (re-)approved. I will review and update, in particular, the Standing Orders, Financial Regulations and Code of Conduct.

By unfortunate coincidence (from my perspective), a week after this meeting, is the next Annual Village Meeting, which is not a Parish Council meeting, but which we run.

Council is asked **to approve** topics it would wish to put forward for inclusion on the agenda.

**Rhymes Pavilion:** Work has continued on the Rhymes Pavilion, with the assistance of a group of residents involved in Penny's Pantry. We will soon be able to plan for the re-opening of the building to take bookings.

Separately, I have secured the assistance of two students from University of West of England to help to develop plans for the next generation of the building. They will work from Monday 22<sup>nd</sup> April to Friday 24<sup>th</sup> May.

**Elmhurst Estate:** The residents who attended the February meeting and I are developing a proposal for the Working Group to take this forward, which is nearly ready for approval.

**Richard Maccabee**

**Parish Clerk and Responsible Finance Officer**

**16<sup>th</sup> April 2024**