

# Galleywood Parish Council



The Keene Hall, Watchhouse Road, Galleywood, Chelmsford CM2 8PT

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Members of the Council are hereby summoned to attend an **Extra ordinary Council Meeting** on **4 June 2024 at 6.00pm** in Lodge Room, The Keene Hall, Watchhouse Road, Galleywood CM2 8PT for the purpose of transacting the following business. Members of the press and public are welcome to attend.

K Wilde  
Mrs Kelly Wilde  
Clerk to Galleywood Parish Council  
28 May 2024

Councillors: G Bonnett, A McQuiggan, N Paul, J Potter, G Smith, C Shreeve, S Troop (Chairman), and B Woolward.

## **COUNCIL AGENDA** **This meeting will be recorded.**

- FC24-786 Apologies for Absence**  
To receive and approve apologies and reasons for absence.
- FC24-787 Declaring of Interests and Dispensations**  
Members must not participate in any discussion on the matter in which they have declared a Disclosable Pecuniary Interest or other Pecuniary Interest.
- FC24-788 Public Participation Session with respect to items on the agenda**  
To allow up to 15 minutes for members of the public to make representations.
- FC24-789 Confirmation of Minutes** (herewith)  
To agree and sign the minutes of the meetings held on 16 May 2024.
- FC24-790 Annual Governance and Accountability Return 2023/2024 (AGAR)** (herewith)  
a. Annual Governance Statement  
To approve the Annual Governance Statement for 2023/2024 (Section 1 of the AGAR).  
b. Accounting Statements  
To approve the Annual Governance and Accountability Return for 2023/2024 (Section 2 of the AGAR).  
c. To note the Notice of Public Rights and Publication of the unaudited AGAR will be announced on the 10 June 2023.
- FC24-791 Notice of Casual Vacancy**  
To note that a vacancy has arisen in the office of Parish Councillor by reason of the resignation of Councillor Richard Hyland. A notice has been in place from 23 May 2024 until 12 June 2024 on noticeboards and social media.
- FC24-792 Bank Mandate**  
To resolve bank signatories for all bank accounts

**FC24-793 Exclusion of the Press and Public**

To resolve to exclude the Press and Public from the remainder of the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960 as the following item contains confidential information.

**FC24-793 Personnel Matters**

**(to follow)**

To consider the report from the Personnel Committee.

The next Council Meeting is on Thursday 18 July 2024 at 7pm