



Agenda for the annual parish council meeting to be held in the Coronation Hall On Tuesday 12th May 2026 at 7.30pm

1. Elections and Declaration of Acceptance of Office.

1.1 Election of Chairman - Chairman to sign a declaration of acceptance to office.

1.2 Election of Vice Chairman - Vice Chairman to sign a declaration of acceptance to office.

2. Public session.

2.1 To receive questions from the public (a maximum of 15 minutes in total).

3. Apologies and declarations of interest.

3.1 To receive Cllrs apologies for absence.

3.2 To receive Cllrs declarations of interest in items listed on the agenda.

4. Approving minutes

4.1 Minutes to be signed from the meeting held on April 7th, 2025.

5. Matters arising.

5.1 To consider matters arising from the minutes that are not already covered by the agenda.

6. Annual adoption of Council policies.

6.1 Councillors to adopt the following policies and procedures: Code of Conduct, Standing Orders, Financial Regulations, Complaints procedure and IT Policy.

7. End of year accounts.

7.1 Approving year-end accounts from auditor – G Pollard (any queries should be notified to the Clerk in advance).

7.2 Chairman and Clerk to sign the Certificate of Exemption for audit 2025-2026.

8. Annual reviews.

8.1 Review and agree the council insurance policy.

8.2 Review and agree the asset register.

9. Review of ongoing matters and correspondence received since last meeting.

9.1 County councillors' report.

9.2 District councillors' report.

9.3 New website update from Cllr Williams.

9.4 Grass cutting.

10. Reviewing progress of Community Action Plan.

10.1 Speedwatch update.

10.2 Playground - consideration of maintenance quotes.

10.3 Emergency plan - update.

10.4 Community CCTV equipment project - consideration of installation quotes.

10.5 Creation of community Newsletter.

11. Planning

11.1 1/0280/2026/LBC&1/0279/2026/FUL - Replacement windows Linda Cottage, St Giles On The Heath

12. Finance.

12.1 Authorisation of expenses – Coronation Hall hall hire for May meeting £22, G Pollard accounts £96, J Sanders grass cutting £600.

12.2 Current account as of 1st May 2026 - £14730, monthly budget sheet – previously circulated to Cllrs information only.

12.3 Agree new bank signatory.

13. Any other business.

13.1 For information only to share other news or correspondence received since last meeting.

14. Date of next meeting.

14.1 Agree date for next meeting, proposed date Tuesday 16th June, 2026.

***** PART II*** (Closed to press and public)**

15. Employment

15.1 Annual review of the clerk's role and salary.

16. Close of meeting.