

Agenda

Annual meeting - Tuesday 13th May 2025 @ 6.30pm

1. To elect a Chair

2. To elect a Vice Chair

3. Apologies for absence

To receive apologies including reasons for absence, from those unable to attend.

4. Declarations of Interest

5. Powers, duties and responsibilities

The principal powers and duties of parish councils are set out in the Good Councillor Guide published by the National Association of Local Councils. (to be handed out to Cllrs)

(1) That the powers, duties and responsibilities of parish and councils be noted.

Standing Orders will be suspended to allow for public participation

6. Public Forum

Persons or groups to address the meeting followed by resolution to continue the meeting in line with Standing Orders.

Standing Orders will be reinstated following public participation

7. To confirm the minutes of previous meeting

To approve as a correct record the minutes of the meeting held on 29th April 2025

8. To appoint/note the Internal Auditor

9. To consider and adapt the following

- a. Standing Orders
- b. Financial Regulations and Terms of Reference
- c. Code of Conduct
- d. Health and Safety policy
- e. Equal opportunities policy and statement

10. To consider and agree to parish council email addresses for councillors

11. To consider and agree schedule of meetings

(1) To agree the dates and times of meetings of the Parish Council. That the next meeting of the Parish Council be held on 27th May at 19hrs.

(2) That meetings for the year 2025/2026 be held on the following dates: (to be determined)

(3) That pending the appointment of a clerk to the Parish Council, the Chair/Locum Clerk be the proper officer for the time being for the purposes of signing the summons to attend meetings.

12. To consider and agree membership to committees

(1) To appoint two member LHFIC contacts

(2) To appoint a new contact for the Parish steward

13. To consider and agree representatives of external committees

14. Appointment of signatories

To appoint signatories to sign cheques on behalf of the Parish Council (minimum of two)

15. Appointment of clerk to the parish council

(1) To consider arrangements for the appointment of a Clerk to the Parish Council.

(2) To consider interim arrangements until a permanent appointment is made.



Karungi Grant

Locum Parish Clerk

Date: 8th May 2025

Members of the public are welcome to attend meetings of the Parish Council, unless excluded due to the confidential nature of the business.

Please notify the Clerk or any of the Councillors if need assistance gaining access to the meeting.