

# Belchford and Fulletby Parish Council

## NOTICE OF MEETING

Dear Councillor

You are hereby summoned to attend the Parish Council Meeting of Belchford and Fulletby Parish Council. It will be held on **Thursday May 2025** commencing at **7.30pm at Belchford Village Hall. This is the Annual Parish Council Meeting.**

The business to be dealt with at the meeting is listed in the agenda below. The official meeting will start at 7.45pm or at the conclusion of the public forum whichever is sooner. All councillors should be present by 7.30pm.

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**PUBLIC FORUM** – Public Participation (maximum 15 minutes) – Members of the public will be invited to comment on any of the items on the agenda or any item they may wish to raise, those items not on the agenda will not be debated but referred if appropriate to the next meeting

Mrs Karen Elliott, Clerk to the Council

Date: Thursday 15<sup>th</sup> May 2025

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### AGENDA for AGM

1. **Election of Officers and signing of Declaration of Acceptance of Office and DPI.**
  - a. **Chairman**
  - b. **Vice Chairman**
  - c. **Responsible Finance Officer**

### AGENDA FOR MEETING

1. **Apologies for absence and reasons given**
2. **Declaration of interests and requests for dispensations** - *To receive declarations of interest in accordance with the Localism Act 2011 and to consider granting dispensation(s), as per written requests received by the proper officer, to councillors under section 22 of the Act*
3. **Chairman's remarks**
4. **To confirm and sign the minutes of the meeting held on 20<sup>th</sup> March 2025.**
5. **To co-opt one person on to the Parish Council**
6. **To receive reports from the Clerk and Councillors on matters outstanding**
  - a. **Newsletter costs (JN)**
  - b. **Maintenance of Grass Triangles (IG)**
7. **To receive reports from District and County Councillors (if available)**
8. **To receive an update from the Village Green Committee**
9. **Maintenance of Village Signs & Furniture (JN)**
10. **Highways Matters:**
11. **Insurance Renewal £**

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12. To consider correspondence received since the last Council meeting:

13. Financial matters:

- a. *To receive an updated bank reconciliation form from RFO and*
- b. *To consider and resolve payments since last meeting including village hall hire £36 (Jan x 2 & March & May), LALC ATS & Subscription £, clerks salary and expenses*
- c. *AGAR 2024/2025*
  - i. *Annual Internal Audit report received and noted*
  - ii. *Annual Governance Statement to be approved*
  - iii. *Accounting Statements to be approved*
  - iv. *Certificate of exemption to be approved*

14. Planning Matters:

15. To agree venue and agenda items for the July 2025 meeting, plus items for the next newsletter.

## Meeting Dates for 2025:

Thursday July 17<sup>th</sup>, September 18<sup>th</sup>, November 20<sup>th</sup>.