

To Members of Abberley Parish Council

You are duly summonsed to attend a meeting of Abberley Parish Council to be held on Wednesday May 21st 2025 at Abberley Village Hall immediately following the Annual Parish Meeting which commences at 7pm.

Agenda

1. **The meeting shall be chaired by the Outgoing Chair (Libby Tassell), pending item 3b.**
2. **Apologies.** To receive apologies and to approve the reason for absence.
3. **Elections.**
 - a) Appoint Chair and signing of Declaration of Office as Chair
 - b) Appoint Vice-Chair
4. **Declarations of Interest:**
 - a. Register of Interest. Councillors are reminded of the need to update their register of interests.
 - b. To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
 - c. To declare any Other Disclosable Interests in items on the agenda and their nature.
 - d. Written requests for the council to grant a dispensation (S33 of the Localism Act 2011) are to be with the clerk at least four clear days prior to a meeting.

Democratic Period / Public Time

Parishioners are invited to give their views and raise questions to the Parish Council on issues on this agenda or raise issues for future consideration.

Any Parishioner wishing to speak during Public Question Time should email the Clerk on clerk@abberleyparish.org.uk no later than three clear days prior to the date of the meeting, outlining what they wish to raise with background content.

If this is not undertaken the Parish Council will note any matters raised during Public Question Time and may respond after the meeting or at the next meeting following consideration of the matter in question.

Members of the public may not take part in the Parish Council meeting. **In accordance with Standing Orders democratic time shall not exceed fifteen minutes nor anyone speak for more than three minutes. All comments are to be directed to the chairman of the meeting.**

- 5 **Minutes. To Approve the Minutes of the Parish Council Meeting on March 19th 2025**
- 6 **Council's Policy Documents.**
 - (A) To note Standing Orders, Financial Regulations, Risk Assessment, Asset Register, Code of Conduct.
 - (B) To Approve the Terms of Reference for the Finance Committee.
- 7 **Appointments to Sub-Committees.**
 - a. 2025-26 Planning Committee
 - b. 2025-26 Financial Committee
- 8 **Finance.**
 - a) Bank Reconciliations 31st March 2025 and 6th May 2025
 - b) Receipts, Payments up to 21st May 2025
 - c) Summary of Income and Expenditure Year to Date to 6th May 2025

d) To Consider Approval of the Annual Audited Accounts from April 1st, 2024 to 31st, March 2025 (PART 3) as Audited by Internal Auditor Mrs Gill Lungley

**To consider the Annual Accounts & Annual Governance and Accountability
Return Part 3: from April 1st 2024 to 31st March 2025**

**(i) To Approve the Annual Audited Accounts from April 1st, 2024 to 31st, March 2025 as
Audited by Internal Auditor Mrs Gill Lungley.**

(ii) Proposal to consider Section 1 Annual Governance Statements 2024/25.

**(iii) Proposal to consider Section 2 Annual Accounting Statements 2024/25.
*Accounts & Audit regulations 2015***

(iv) Consider Internal Auditor's Report & Recommendations 2024/25 (circulated)

**(v) To consider the period of dates for the Exercise of Public Rights 2024/25. The Parish
Council agreed that the period of dates for the Exercise of Public Rights be set as Tuesday
3 June – Monday 14 July 2025**

(vi) To note the CiL report for 2024/25 and display on PC Website.

e) To consider a rise for the Lengthsman from £16.50 to £17 per hour from May 1st 2025.

f) Urgent financial decisions taken since the last Parish Council meeting

9 Planning- To consider any items relating to Planning.

10 Any Urgent Items not covered elsewhere on the agenda.

11 Councillors reports and items for future agenda. Each councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.

12 Date of next meeting. The next Parish Council meeting is on Wednesday July 16th, 2025 at 7.30pm.

C. Hirst- Carole Hirst, Clerk to Abberley Parish Council