

Swinderby Parish Council

Annual Parish Council Meeting



AGENDA 12th May 2025

The Annual Parish Council meeting will be held at Swinderby Village Hall on **Monday 12th May 2025 commencing after the Annual Parish Meeting at approximately 8pm.**

The business to be dealt with at the meeting is listed on the attached agenda.

The meeting is open to the public and there will be a 15-minute public forum when members of the public may ask questions or make short statements to the Council in relation to the business on the agenda.

Sue Aikman

Clerk and Responsible Finance Officer

2nd May 2025

Public Forum

1. **Election of Chair and to receive Declaration of Acceptance of Office**
2. **Election of Vice-Chair and to receive Declaration of Acceptance of**
3. **To receive any apologies for absence**
4. **To receive any declarations of interest**
In accordance with the Localism Act 2011 and consider any requests for dispensation in relation to Disclosable Pecuniary Interests or any other interests as outlined in the Council's Code of Conduct.
5. **To receive the Annual Report of the Village Hall committee**
6. **To confirm that the Parish Council continues to meet the requirements of the Parish Council's (General Power of Competence) (Prescribed Conditions) Order 2012 (SI21012/965)**
7. **To receive and approve:**
The minutes of the Parish Council meeting 14th April 2025, previously circulated to members and published in draft to the website as required under the Transparency Code for Smaller Authorities.
8. **Finance**
 - a) To formally note items of income.
 - b) To approve items of expenditure.
 - c) Bank reconciliation for the year to date to be approved.
 - d) To review spend against budget.
 - e) To consider the quote for Parish Council insurance.
 - f) To receive the Internal Auditor's report.
 - g) To review the effectiveness of the system of internal control and consider the findings prior to completing the Annual Governance Statement on the Annual Return for 2024/25.
 - h) To approve the Annual governance statement on the Annual Return for 2024/25.
 - i) To consider the Accounting Statements by the members meeting as a whole.
 - j) To approve the Accounting Statements for 2024/25 on the Annual Return.
 - k) Accounting Statements to be signed and dated by the Chair.

9. Planning and Tree works

a) Applications Received

25/0427/HOUS	Erection of first floor front extension and two storey rear extension with addition of air source heat pump and solar panels.	Elwood House 8 High Street Swinderby
25/0426/FUL	Installation of roof mounted 24.57kW solar PV system comprising of 54 x Canadian Solar 455w modules.	Potter Hill Farm Newark Road Swinderby

b) Applications Decided

None		
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10. To review the Financial Regulations and update as necessary.
11. To review the Standing Orders and update as necessary.
12. To report on VE Day in the parish.
13. To consider renewing the sign on Jubilee Park.
14. To consider a contribution to the grass cutting at the Church.
15. To receive an update, including advertising costs, on the Swinderby Summer Sunday on the 1st June. Advert to include Quiz Night etc.
16. To plan for the re-installation of the goal posts on Jubilee Park.
17. To receive an update on the Neighbourhood Plan, including a further grant application.
18. To report on the current reporting, planned banking and committee for the Village Hall, including Parish Council responsibilities.
19. To provide any updates on the new play equipment ordered following a successful lottery bid.
20. To consider options and costs for the provision of WiFi at the Village Hall.
21. Clerk and Councillors Reports (for information only), including a review of actions from minutes and matters that Councillors wish to be brought to the next or subsequent meetings. No decisions may be made under this section, but councillors may wish to use this to flag up issues.
22. Correspondence
To note correspondence received.
23. Date of next meeting
Parish Council meeting 7.30pm Monday 9th June 2025.