

Fulbeck Parish Council



Members of Fulbeck Parish Council are hereby summoned, and members of the public are invited, to attend the Annual meeting of the Parish Council on Thursday 8th May January 2025 at 7.00pm at the Village Hall.

The meeting will start with a period of up to 15 minutes for members of the public to raise matters followed by the District and County Councillors reports.

Issued: 2 May 2025

Clerk

Dermot Daly

Dermot Daly, Clerk, Fulbeck Parish Council

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AGENDA

Welcome and open the meeting.

- 25/26/001** Agree the Chair for the forthcoming year.
- 25/26/002** Agree the Vice Chair for the forthcoming year.
- 25/26/003** Receive and approve any apologies for absence.
- 25/26/004** Receive disclosures of interests from Councillors on matters at this meeting.
- 25/26/005** Suspend Standing Orders for this item to allow for Public Comment and hear reports from County and District Councillors.

ANNUAL POLICY & PROCESS

- 25/26/006** Adopt updated Standing Orders.
- 25/26/007** Adopt updated Financial Regulations.
- 25/26/008** Review and agree the current asset list.
- 25/26/009** Review and approve the Risk Management Policy together with the Risk Log.
- 25/26/010** Review and agree the current insurance cover and policy renewal.
- 25/26/011** Review and agree the annual subscriptions, contracts, standing orders, and direct debits.
- 25/26/012** Agree the terms of reference, and the members of the staffing committee.
- 25/26/013** Approve the recommended Dignity at Work Policy which is aligned to the previously approved Code of Conduct and based on the national template.
- 25/26/014** Approve the Grant Policy together with the included Grant Application Form.
- 25/26/015** Approve the Freedom of Information Policy.
- 25/26/016** Agree that the policies relating to employment are deferred to a later meeting on the basis that most have been approved over the last year.

MEETINGS

- 25/26/017** Approve the confidential Minutes for the Parish Council Staffing Committee meeting held on 5th December 2024.
- 25/26/018** Approve the Minutes for the Parish Council meeting held on 9th January 2025.
- 25/26/019** Approve the Minutes for the Parish Council meeting held on 23rd January 2025.
- 25/26/020** Approve the Minutes for the Parish Council meeting held on 13th March 2025.
- 25/26/021** Agree meeting schedule for the next year.

FINANCE

- 25/26/022** Present and accept the year-end financial reporting for 2024-25.
- 25/26/023** Receive and agree the Internal Audit report and sign-off sheet for 2024-25.
- 25/26/024** Approve the External Audit submission for 2024-25, including the Exemption Certificate, Annual Governance and Accountability Return (AGAR) reporting requirements, and the Notice to Exercise Public Rights for the viewing of the financial records for the financial year 2024-25 during the period of Tue 3rd June 2025 to Monday 14th July 2025.
- 25/26/025** Review the Financial Report for the period.

25/26/026 Review and approve the Accounts for Payment.

PLANNING

25/26/027 Review and agree responses to last minute planning applications.

GENERAL

25/26/028 Review the Litter Picking contract in relation to grant provided and the recent contract termination.

25/26/029 Agree £2,500 spend on biodiversity project items, including £419 for wildflower seed; £973 for signage; and £965 for boxes/feeders/hotels previously agreed in principle due to time constraints.

25/26/030 Agree to the erection of timber bird boxes on Fulbeck Village Greens under the Biodiversity initiative.

REPORTS (for information only)

25/26/031 Update on the Airborne Trail.

25/26/032 Update on the Village Hall & Playing Fields Committee.

25/26/033 Update on domain name provision and email setup.

25/26/034 Update on Community Speed Watch and Road Safety matters.

25/26/035 Update on Biodiversity initiative.

25/26/036 Clerk's Report.

NEXT MEETING

25/26/037 Consider agenda items for the next meeting on Thursday 10th July 2024 commencing 7.00pm.

CLARIFICATIONS

25/26/038 Discuss and agree actions relating to response and distribution to correspondence.

25/26/039 Discuss and confirm process for setting agenda.

25/26/040 Discuss and confirm process for agreeing, recording, and resolving actions.

25/26/041 Discuss and confirm the relationship between the Parish Council and the Village Hall & Playing Field Committee.

Close meeting.