

# WOOLMER GREEN PARISH COUNCIL

## To Members of the Council

**You are summoned to attend the Annual Meeting of the Council on  
Tuesday 13 May 2025 at 7.30 pm in the Village Hall, Hall Lane, SG3 6XA.**

*Open to the press and public*

### **AGENDA**

- 1.1 To elect a Chairman for 2025/26.
- 1.2 To receive the Chairman's Declaration of Acceptance of Office.
- 1.3 To elect a Vice-Chairman for 2025/26.
- 1.4 To receive the Vice-Chairman's Declaration of Acceptance of Office.
- 1.5 To receive apologies of absence.
- 1.6 To review Registers of Interest.
- 1.7 To appoint councillors to the following specific responsibilities:  
Village Hall, Hall Grounds, Finance, Planning, Environment, Transport,  
Allotment Liaison, Young People Liaison, Staffing Committee, Community
- 1.8 To review Council's Standing Orders, Financial Regulations, Financial Risk Assessment & other policies & risk assessments.
- 1.9 To appoint an internal auditor for 2025/26.
- 1.10 To consider requests for dispensation and pecuniary & other interests on items on the agenda.
- 1.11 To receive petitions, comments and questions from the public.
- 1.12 To approve minutes of the Council Meeting on 11 March.
- 1.13 To note minutes of Annual Parish Meeting 15 April.
- 1.14 To receive reports on meetings & events attended by Councillors.
- 1.15 To receive correspondence.
- 1.16 **Planning** (*Cllr Dix & Horton*)
  - a) 6/2025/0115/HOUSE 40 Twin Foxes.
- 1.17 **Hall** (*Cllrs Corke & Pinney*) & Grounds: (*Cllr Dix*)
  - a) To consider quote to install a dosing pot.
  - b) To receive a report on the weekly playground inspection.
- 1.18 **Finance** (*Cllr Hall*)
  - a) To receive and approve the payments for March/April
  - b) To note receipt of income for March/April.
  - c) To review accounts performance against budget for March/April.
  - d) To receive bank reconciliation for March/April.
  - e) To receive internal audit report.
  - f) To approve the Annual Governance Statement 2024/25
  - g) To approve the Accounting Statement 2024/25
  - h) To approve the date of the Period of for the Exercise of Public Rights.
  - i) To approve the date the Notice is to be published on the Councils website
  - j) To approve payments by BACS & CHAPS for 2024/25.
  - k) To review Council banking arrangements and mandate.
  - l) To approve regular payments.
  - m) To report bad debts for 2024/25.
  - n) To consider grant application.
- 1.19 **Environment** (*Cllr Dix & Horton*) & Transport: (*Cllr Gribble*)
  - a) To receive update on puffin crossing.
  - b) To discuss other highways matters.
- 1.20 **Community** (*Cllrs Corke & Pinney*)
  - a) To receive a report on Wheels on Woolmer Green.
  - b) To receive update on Village Day.
- 1.21 To receive announcements. (*for information only*).
- 1.22 To agree date of next meeting – Parish Meeting Tuesday 10 June at 7.30pm.
- 1.23 To exclude the press and public in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 by reason of the confidential nature of the business to be discussed under item 1.24.
- 1.24 To approve salary increases for 2023/24 backdated.

Signed Clerk

Date: 8 May 2025

