

# Harmston Parish Council

Chair: Cllr Paul Wallace

**You are required to attend the Annual Meeting of the Parish Council, on Tuesday 20<sup>th</sup> May 2025, immediately following the APM which commences at 7.00pm**

**to be held at The Memorial Hall, Harmston**

*There will be a 15-minute public forum for 15 minutes following the APM and immediately before the AMPC, when members of the public may ask questions or make short statements to the council, and your attendance is also requested during this period.*

## A G E N D A

### **1 ELECTION OF CHAIR & VICE CHAIR**

- a) *To appoint the Chair of the Parish Council*
- b) *To appoint the Vice-Chair of the Parish Council*

### **2 APOLOGIES FOR ABSENCE**

*and acceptance of reasons given*

### **3 DECLARATIONS OF INTEREST under the Localism Act 2011**

*Members of the Parish Council are required to declare any personal or prejudicial interests they may have in any matter which is to be considered at this meeting. In addition, any private or personal non-pecuniary interest in a matter to be considered at this meeting should also be declared (unless it is insignificant or one which is shared with other members of the public generally as a Council Tax payer or an inhabitant of the area).*

### **4 REPORTS TO THE REPRESENTATIVES**

*To receive reports from the following:*

- a) *Local Police*
- b) *County Councillor*
- c) *District Councillor*

### **5 TO APPROVE THE NOTES OF THE LAST MEETING**

*held on 18<sup>th</sup> March 2025, and the Chairman to sign the official minutes*

### **6 CLERKS REPORT**

*To consider the clerks report (emailed)*

### **7 FINANCIAL MATTERS**

- a) *To consider the Financial Overview to date for 2025-2026 to date (emailed)*
- b) *To consider the Financial Report, Part A for May 2025*
- c) *To consider the VAT Report to date for 2025-2026*
- d) *Monies to be paid (Financial Report, Part B)*
- e) *AGAR review and approve as appropriate:*
  - i) *Internal audit – consider and note any actions required*
  - ii) *AGAR section 1 – Annual Governance Statement – consider the statements and decide a yes or no for each*
  - iii) *AGAR section 2 – Accounting statements – council to consider the document and confirm its approval*
  - iv) *Exemption certificate – a separate resolution should be made to confirm it meets the criteria for exemption, and dates for this period to be approved*

## **8 PLANNING APPLICATIONS**

*The following planning applications need to be noted:*

### **f) TREE WORKS**

25/0510/TPO Lime House, Harmston Park Avenue, Harmston

### **g) PLANNING**

*None*

## **9 POLICIES AND DOCUMENTS**

- a. Review and approve standing orders*
- b. Review and approve Financial Regulations*
- c. Review and approve Grant Policy*

## **10 RISK ASSESSMENTS**

- a. Review and approve HPC Risk Assessment*
- b. Review and approve Christmas Event Risk Assessment*
- c. Review and approve Hall Hire Risk Assessment*
- d. Review and approve Litter Picking Risk Assessment*
- e. Review and approve Play Area Risk Assessment*

## **11 SUBSCRIPTIONS/DONATIONS**

- a. Discuss and agree LALC subscription*
- b. Discuss and agree any additional subscriptions or donations*

## **12 MAINTENANCE**

- a. Discuss and approve quote for play area fence repairs*
- b. Discuss and agree annual agreement for play area safety inspections*
- c. Discuss and approve quote for removal of weeds along paths on High Street and School Lane*

## **13 INSURANCE**

- a. Agree and approve quote for new policy for 2025-2026*

## **14 STREET LIGHTS**

- a. Update on Chapel Lane*
- b. Discuss and agree next steps for Chapel Lane light*
- c. Update on School Lane light*
- d. Discuss and agree next steps for lights on Crescent Mews and Thorold Way*

## **15 CHURCH**

- a. Update on church clock tower*

## **16 DATE FOR THE NEXT MEETING**

*Next Parish Council Meeting, Tuesday 15th July 2025, to be held at The Memorial Hall, Harmston*