

Harmston Parish Council

Chair: Cllr Paul Wallace

You are required to attend the Annual Meeting of the Parish Council, on Tuesday 19th May 2026, immediately following the APM which commences at 6.30pm

to be held at The Memorial Hall, Harmston

There will be a 15-minute public forum 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
- c) To re-elect Cllr Steve Chapman (as per NKDCs instructions)

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 17th March 2026, 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 2026-2027 to date (emailed)
- b) To consider the Financial Report, Part A for May 2026
- c) To consider the VAT Report to date for 2026-2027
- 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

E-mail: clerk@harmston.info Website: <http://harmston.parish.lincolnshire.gov.uk/>

8 PLANNING APPLICATIONS

The following planning applications need to be noted:

- a) TREE WORKS
 - i. 26/0309/TPO Lime House

- b) PLANNING
 - i. 26/0015/FUL Land adjacent to 5 Ridge View
26/0271/HOUS East Lodge, Church Lane
26/0271/LBC East Lodge, Church Lane
 - ii. 25/0533/FUL BESS – proposed energy storage at Coleby update
 - iii. 23/0325/NSIP Fosse Green proposed solar farm and energy storage

9 POLICIES AND DOCUMENTS

- a) Review and approve Financial Regulations
- b) Review and approve Fixed Asset Register
- c) Review and approve Health & Safety Policy
- d) Review and approve GDPR Security Compliance Checklist
- e) Review and approve Disciplinary Policy
- f) Review and approve Complaints Policy
- g) Review and approve Grievance 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 any additional subscriptions or donations
- b) Discuss and agree LALC audit services and sign terms of engagement

12 INSURANCE

- a) Agree and approve quote for new policy for 2026-2027

13 VILLAGE MAINTENANCE

- a) Discuss and agree Handypersons specification
- b) Agree works to ask volunteers to help complete
- c) Agree works to request via the Bus stop grant

14 COMMUNITY EMERGENCY PLANNING

- a) Discuss and agree whether to embark upon creating a community emergency planning
- b) Discuss and agree next steps

15 DATE FOR THE NEXT MEETING

Next Parish Council Meeting, Tuesday 21st July 2026, to be held at The Memorial Hall, Harmston