

Meeting Notice and Agenda (published 20th May 2026)

The Annual Parish Council Meeting / AGM of Emneth Parish Council
Tuesday 26th May 2026 at 6.30pm at Emneth Central Hall

All councillors are summoned to attend the next meeting of the parish council. This is an open meeting and the press and public are both welcome. There is an Open Forum for public participation at every meeting when members of the public are invited to address Council Members relating to council matters. The press and public are not permitted to take part in the debates during the meeting.

Kate Bennett - 20th May 2026

Agenda – Annual Parish Council Meeting / AGM

1. Welcome
2. To receive nominations for and elect a Chairman for the incoming municipal year 2026 2027
3. Chairman to sign a Declaration of Acceptance of Office and Code of Conduct Form
4. To receive nominations for and elect a Vice-Chairman for 2026 2027
5. To receive and approve apologies for absence
6. Members Code of Conduct: Members to review their Register of Interests forms and return to the Clerk with any alterations (if necessary) within 28 days of this meeting
7. To declare any pecuniary interests in any items on the agenda and to consider any written requests for dispensations¹
8. **Open Forum** for public to address the Council (fifteen minutes only)
9. To approve² the Minutes of the last meetings (2) held on 28th April 2026
10. Clerk to provide an update on any matters not on this month's agenda (if necessary)
11. To consider any Playing Field matters
12. To receive a report from the Borough Council

¹ A dispensation form should be requested from the Clerk before the meeting dates to be considered by Full Council prior to the start of the next meeting

² To be signed and initialled by the Chairman

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13. To receive a report from the County Council
14. To consider **Council Governance**
 - 14.1 To resolve to approve the Council's Standing Orders for 2026 2027 including Members' Code of Conduct
 - 14.2 To resolve to approve the Financial Regulations for 2026 2027
 - 14.3 To resolve to approve the Risk Management Policy for the Council for 2026 2027
 - 14.4 To consider and approve the asset register and the annual parish council insurance renewal premium for 2026 2027
 - 14.5 To resolve to elect signatories on the bank account for 2026 2027
 - 14.6 To resolve to approve meeting days to be on the last Tuesday evening of each month at 6.30pm (except in December) as advertised on the website
 - 14.7 To consider and approve the 2025 2026 Summary of Receipts and Payments
 - 14.8 To consider and complete **Section 1 of the Annual Governance and Accountability Return 2025 2026**
 - 14.9 To resolve to approve **Section 2 of the Annual Governance and Accountability Return 2025 2026: Accounting Statements**
 - 14.10 To appoint representatives on the following Working Party Groups:
 - 14.10.1 Finance
 - 14.10.2 Cemetery
 - 14.10.3 Former canal towpath
 - 14.10.4 Agricultural Holdings
 - 14.10.5 Biodiversity
 - 14.11 To appoint representatives on outside bodies:
 - 14.11.1 Emneth Central Hall Management Committee
 - 14.11.2 Playing Field Committee
- 15 **Finance**
 - 15.1 To resolve to approve all payments³ since last meeting
 - 15.2 To note income since last meeting
 - 15.3 To note bank account balances
 - 15.4 Two councillors to view the bank statements⁴

³ Payments list to be initialled by the Chair

⁴ Bank statements to be initialled by the councillors considering them

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16 Parish Matters

17 To consider any Planning matters

17.1 To note dates for Planning Parish Update Sessions hosted by the Borough Council

18 To consider any Cemetery matters

18.1 To consider repairs to the gravel footpath around the church

19 To consider any Agricultural Holdings issues

20 Items for the next agenda

- To note quote for replacing the missing hand on the face of the church clock
- To discuss defib training for the Parish
- Public Rights of Way audit

21 To consider excluding the public and the press under the Public Bodies (Admissions to Meetings) Act 1960 due to the confidential nature of the items to be discussed (if necessary)

22 To note the date of the next parish council meeting:

22.1 Tuesday 30th June 2026 at 6.30pm in the Committee Room at Central Hall