Melton Ross Parish Council

Dear Councillor

You are hereby summoned to attend the Annual Parish Council Meeting of the Melton Ross Parish Council on Tuesday 12 May 2026 at **6:30pm** at The Church of the Ascension, Melton Ross.

In accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 as amended by Section 100A of the Local Government Act 1972, Schedule 12A the Public and press may attend the meeting and may only participate during agenda public particiation section.

The recording at Council Meetings is allowed with the full knowledge of the Chairman of the meeting and must be conducted openly.

Date of issue 07 May 2026

Clerk to Melton Ross Parish Council

2026 Annual Parish Council Meeting Agenda

APCM26/01 Election of Chairman/Vice Chairman

APCM26/02 Apologies for Absence
To receive apologies and reasons for absence.

APCM26/03 To receive Declarations of Interest and any Dispensations required
To record declarations of interest by any member of the council in respect of the agenda items listed below.
To note any dispensations given to any member of the Council in respect of the agenda items.

APCM26/04 To receive the minutes of last Annual Parish Council Meeting for approval
Minutes of the Annual Parish Council Meeting held on 29 April 2025 for approval and signing.

APCM26/05 Appointments to Committees and Review of Terms of Reference

a) Personnel Committee Appointment
b) Personnel Committee Terms of Reference to Review
c) Appeals Committee Appointment
d) Appeals Committee Terms of References to Review
e) Community Emergency Team Appointment

APCM26/05 Appointments to Outside Bodies

a) ERNLLCA
b) Airport
c) NATS
d) Singleton Birch

APCM26/06 Review and adoption of Policy Documentation

All current policies can be accessed via the Councils Website

www.meltonross-newbarnetby-pc.gov.uk/community/melton-ross-new-barnetby-parish-council-20037/polices-and-procedures

a) Adoption of GDPR Policy
b) Review of 2025 Standing Orders
c) Review of Councillors Code of Conduct
d) Review of Financial Regulations 2025
e) Review of Financial Risk Assessment
f) Review of Community Emergency Planning
g) Review of Equal Opportunities Policy
h) Review of Recording of Council Meetings Policy
i) Review of Adults Safeguarding Policy
j) Review of Child Safeguarding Policy
k) Review of Health and Safety Policy
l) Review of Co-Option Procedure
m) Review of Reserves Policy
n) Review of Scheme of Publication

APCM26/07 – Assest Risk Register and Annual Inspection Review

a) To review and agree action relating to the Assest Risk Register
b) To review and agree any actions relating to annual assest inspection

APCM 26/08 – Parish Counci; Insurance Renewal

a) To receive and aprove the Parish Council Insurance Renewal – Zurich Insurance