

MELCHET PARK AND PLAITFORD PARISH COUNCIL

Agenda

*AGM and Full Council Meeting: 12th May 2025 at 7.30p.m. in
Plaitford Village Hall*

- 1) Election of Chairman and signing of Acceptance of Office
- 2) Apologies
- 3) Election of Vice-chairman
- 4) Election of Councillor with Special Responsibility for Staffing
- 5) Acceptance of minutes of previous meeting
- 6) Declaration of Interests
- 7) Matters Arising
 - a) Over-hanging hedge – Sherfield English Lane
- 8) Planning Applications
 - a) Late arrivals
- 9) Clerk's Report
 - a) Newsletters
 - b) Policy Documents
 - c) Correspondence
 - d) Other
- 10) To approve a revision note to the Standing Orders.
- 11) Councillors' Reports
 - a) Zoho problems – Cllr N Curtis
- 12) To decide if the Council should change its web provider
- 13) To consider installing a Defibrillator at Plaitford Green – Cllr Porter

*Parish Clerk
6th May 2025*

14) Finance

a) End -of-year 2024-25

- i. To approve the end-of year Accounts (2024-25)

b) Current Year 2025-26

- i. To receive the Budget Control Report
- ii. To note income
- iii. To approve invoices for payment by BACS

c) AGAR 2024-2025

- i. To confirm that the Certificate of Exemption should be signed
- ii. To note the Annual Internal Auditor's Report
- iii. To consider and approve the Annual Governance Statement
- iv. To consider and approve the Accounting Statement
- v. To note the explanations for the year-on-year variances.
- vi. To agree that the date for the Notice of Public Rights shall commence on 2nd June 2025

15) Urgent Matters and AOB

16) Date and Location of next meeting:

Members of the Public are always very welcome to the Meetings and are given an opportunity to address the Council should they so wish.