

Heath & Holmewood Parish Council

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Date 8th May 2025

Dear Councillor,

All members of the Council are hereby summoned to attend the Annual Meeting of the Parish Council, which will be held at Heath Village Hall, Main Road, Heath on Wednesday, 14th May 2025, at 7pm.

Yours sincerely,



Karen Howe

Clerk to the Council

AGENDA

1. **Election of Chair for 2025-26, the clerk will arrange for the "Declaration of Acceptance of Office" to be signed.**
2. **Election of Vice Chair for 2025-26, the clerk will arrange for the "Declaration of Acceptance of Office" to be signed.**
3. **To receive apologies for absence**
4. **Variation of Order of Business**
5. **Declaration of Members Interests**
To enable Members to declare the existence and nature of any Disclosable Pecuniary Interests they have in subsequent agenda items, in accordance with the Parish Council's Code of Conduct. Interests that become apparent at a later stage in the proceedings may be declared at that time.
6. **Public Speaking - 30 Minutes**
 - (a) A period of not more than 30 minutes will be made available for members of the public and Members of the Council to comment on any matter.
 - (b) If the Police Liaison Officer, a County Council or District Council Member is in attendance they will be given the opportunity to raise any relevant matter.
7. **To approve the Minutes of the Meeting held on Wednesday, 9th April 2025.**
8. **To determine which items if any from Part 1 of the Agenda should be taken with the public excluded.** If the Council decides to exclude the public, it will be necessary to pass a resolution in the following terms: -
"In view of the confidential nature of item..... To consider a resolution to exclude the press and public from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, sl, in order to discuss the item."
9. **Chairman's Announcements**
Opening statement
10. **Finance**
 - To approve the payment schedule, bank reconciliation and year-end accounts
 - To consider the Internal Auditors Report
 - Appointment of Internal Auditor for 2025-2026
 - To approve the Annual Governance Statement section 1
 - To approve the Accounting Statement section 2
 - Confirmation of dates for Exercise of Electors Rights - 3rd June – 14th July 2025
 - Regular recurring payments list - direct debits
 - To approve the fixed asset register
 - To approve the financial regulations
 - To discuss/approve the parish councils annual insurance

For the purposes of minute taking an Officer will record the meeting audially and delete the files once the draft minutes have been produced.

11. Report of the Clerk

Appendix a

12. Items for determination

1. Review of Council regulations, policies and procedures
 - i. Standing Orders
 - ii. Parish Council risk assessments
 - iii. Review of Parish Communications Strategy – effectiveness of public engagement via social media/newsletters.
 - iv. Training and development plan for Staff and Councillors
2. To agree the 2025-2026 meeting dates
3. S137 requests
 - i. Living hope food bank
 - ii. Holmewood Cricket Club
4. Derbyshire County Council – Road Traffic regulation act 1984 – Gables Close, Holmewood
5. Keep Britain Tidy – nominate a litter hero

13. To consider planning applications

25/00176/FL – proposed two storey detached house with integral garage – land adjacent the West Side of 1 Heath Road, Heath

14. Items for information only

15. Date of the next parish meeting

To be considered at the parish meeting

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