

## WALTON ON THE WOLDS PARISH COUNCIL

[www.waltononthewoldspc.gov.uk](http://www.waltononthewoldspc.gov.uk)

clerk@waltononthewoldspc.gov.uk

**6<sup>th</sup> May 2025**

Parish Council Members are hereby summoned to attend the Annual Meeting of the Parish Council to be held on Monday 12<sup>th</sup> May 2025 starting at 6:45pm, after the Annual Parish Meeting. The meeting will be held at the Village Hall, Loughborough Road, Walton on the Wolds, LE12 8HT.

*Emma Andrews*

Clerk/RFO

### **AGENDA**

The meeting will be preceded by a public participation session of 15 minutes maximum.

- 1. To elect a Chair of the Council**
- 2. To sign the Chair's Declaration of Acceptance of Office**
- 3. To elect a Vice Chair of the Council**
- 4. To sign the Vice Chair's Declaration of Acceptance of Office**
- 5. To receive and accept apologies for absence**
- 6. To receive declarations of interest relating to agenda items**
- 7. To receive and approve the minutes of the Parish Council Meeting held on 7th April 2025**
- 8. To co-opt a councillor to fill the current vacancy on the Parish Council**
- 9. For the co-opted councillor to complete and sign Declaration of Acceptance of Office and Register of Interest forms**
- 10. To receive a report from the Borough Councillor N/A due to a clash with CBC Full Council meeting.**
- 11. To receive a report from the County Councillor N/A due to a clash with CBC Full Council meeting.**
- 12. To review and adopt the following policies:**

- I. **Standing Orders** (annual review)
- II. **Financial Regulations** (annual review)
- III. **Risk Assessment** (annual review)
- IV. **Complaints Policy**

**13. To discuss any planning applications received** None

**14. To note any planning decisions made**

- A. **P/25/0372** - Erection of detached, single-storey double garage with pitched slate roof construction and masonry external walling and integrated solar panels to south-west elevation. Permission granted.

**15. To discuss and approve financial matters**

- I. To receive and approve the monthly bank statements
- II. To receive and approve the monthly bank reconciliation.
- III. To receive and approve the Schedule of Payments (Appendix A)
- IV. To sign paperwork to remove a former councillor as a bank signatory.
- V. To update on the 2024-25 audit process

**16. To reconfirm LRALC membership for 2025-26 and to consider nominating a voting representative to attend the LRALC Annual General Meeting (Saturday 18<sup>th</sup> October 2025)**

**17. To agree meeting dates and times for 2025-26**

**18. To consider the grant requests from:**

- I. **The Link** annual contribution towards printing costs
- II. **The Village Hall Committee** annual contribution towards costs
- III. **St Mary's Walton** for a contribution towards the purchase of a bench

**19. To update on any recent burial ground applications and consider any outstanding burial ground issues**

**20. Clerk's Report** For information purposes only (See Meeting Pack)

**21. Chair's Report** For information purposes only. TBC

**22. To note any correspondence:**

- I. Emails regarding dog waste.
- II. Introductory emails from our new County Councillor, Naomi Bottomley.

**23. Close of meeting**

**THIS MEETING WILL BE FOLLOWED IMMEDIATELY BY A MEETING OF THE CONSTABLE'S LAND CHARITABLE TRUSTEES**

Agenda issued by email to:

Cllr Glenn Archer

Cllr Alex Blossom

Cllr Jenny Bokor

Cllr Julie Lewin

APPENDIX A

**WALTON ON THE WOLDS PARISH COUNCIL**

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**Schedule of Payments May 2025**

**To be approved at the Parish Council Meeting held on 12<sup>th</sup> May 2025**

<b>Payee</b>	<b>Description</b>	<b>Payment method</b>	<b>VAT</b>	<b>Total Amount</b>
E. Andrews	Salary 31/03/2025 to 25/04/2025	Online payment	n/a	GDPR
E. Andrews	Printing reimbursement	Online payment	n/a	1.20
HMRC	PAYE	Online payment	n/a	77.00
LCC	Streetlighting	Online payment	n/a	52.51
LRALC	Training Course	Online payment	n/a	40.00
LRALC	Annual membership fees plus NALC membership fees	Online payment	n/a	328.68
Caroline Abraham	Reimbursement for defibrillator electrodes	Online payment	9.99	59.94
CBS	Payroll	DD	2.50	£15.00
Scribe Accounts	Accounting and cemetery software subscription	DD	6.00	£36.00
<b>TOTAL</b>			<b>18.49</b>	<b>919.17</b>

Signed.....

Date.....