



PINCHBECK PARISH COUNCIL

Notice is hereby given, and all members of the Council are summoned to attend the Annual Meeting of the Parish Council to be held 19:30hrs Monday, 19 May 2025 at the Pinchbeck Community Hub & Library.

Clerk to Pinchbeck Parish Council

14 May 2025

clerk@pinchbeck-pc.gov.uk

AGENDA

1. To elect the chair for the year and to record the signing of their acceptance of office.
2. To elect the vice-chair for the year and to record the signing of their acceptance of office.
3. To receive apologies for absence.
4. To receive any declarations of pecuniary interests or other disclosable interests, or any written requests to grant a dispensation ([Localism Act 2011, s.33](#)).
5. To receive representations from members of the publicⁱ.
6. To approve the minutes of the meeting held on Monday, 28 April 2025.
7. To receive the chair's report.
8. To receive the clerk's report/matters arising from the last meeting.
9. To make appointments to committees and working parties.
10. To make nominations for representatives on outside bodies.
11. Financial matters.
 - i. To approve the April 2025 bank reconciliation and cash book.
 - ii. To approve payments to 19 May 2025.
 - iii. To resolve to set the dates for the exercise of public rights - 26 June to 6 August 2025.
 - iv. To receive and approve the financial accounts for the y/e 31/03/2025
 - v. To note LGA 1972, s137 expenditure for y/e 31/03/2025 was within the Parish limit.
 - vi. To adopt an Asset Register De Minimis Policy, with a threshold of £100 for individual asset registration, effective from 1 April 2025.
 - vii. To approve the Asset Register as at 31/03/2025.
 - viii. To confirm bank mandates and account signatories.
 - ix. To review approval for existing variable direct debits
 - x. To review and adopt the Council's Financial Regulations.
 - xi. To review and adopt the Council's Risk Register.
12. To consider recent correspondence.
13. To consider planning applications.

14. To note District Council planning decisions.
15. To consider Highways' matters / Traffic Strategy
16. To approve application for District Council registration of the Hub to allow food preparation.
17. To review the Council's fees and charges.
18. To review current agreements and arrangements with outside bodies.
19. To review and approve continuing subscriptions.
20. To readopt existing policies and procedures.
21. To approve the dates of Parish Council ordinary meetings for the forthcoming year.
22. To approve the date of the Annual Assembly of the Parish Meeting, 18:00hrs Monday 16 March 2026.
23. To resolve to move into closed session on the grounds of confidentiality in accordance with the Public Bodies (Admission to Meetings) Act 1960 s.1(2)
24. To consider quotes for works.
25. To consider matters relating to Parish Council land.
26. To consider any staffing & administration matters.

ⁱ Fifteen minutes is set aside for public participation, when a short statement may be made, or a question asked about items on the agenda, or other matters. Individual members of the public may speak for a maximum of 3 minutes. Anyone wishing to speak should raise their hand and wait to be asked by the chair. A question shall not require a response nor start a debate. Unless otherwise indicated, members of the public may not speak at any other time.