

# **OLD LEAKE PARISH COUNCIL**

**Wednesday 14<sup>th</sup> May 2025**  
**Old Leake Community Centre**  
**Time: 6:30pm**

## **Agenda for Annual Parish Meeting**

1. Opening and welcome from the Parish Council Chair.
2. To approve the minutes of the Annual Parish Meeting held in 2024
3. Chair's report
4. The Clerk & Responsible Finance Officer's Report 2024/25
5. Parishioners' comments, questions and views

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Prior to the meeting there will be a Public Forum commencing at 7 pm when members of the public may ask questions or make short statements to the Council, after which Parish Council business will be conducted.

The council meeting will commence at 7.15pm or at the closure of the public forum – whichever is the sooner.

This notice summons all members of the council to attend from 7.00pm or submit their apologies to the clerk at the earliest opportunity.

Members of the public and press are welcome.

Signed: Rebecca Herberts, Temporary Parish Clerk  
03 May 2025

7:00pm – Public Forum

### **Agenda for Annual Parish Council Meeting**

1. Election of the chair – Receive signed declaration of acceptance of office.
2. Election of the vice chair – Receive signed declaration of acceptance of office.
3. Apologies for absence and reasons given in accordance with 1972 Local Governments Act s.85.
4. To consider applicants for co-option onto the Parish Council
5. Declarations of interest in accordance with 2011 Localism Act
6. Draft notes of the meeting held 09 April 2025 resolution to adopt.
7. Election of members to working groups and outside organisations
  - a) Finance
  - b) CCTV
  - c) Playgrounds
  - d) Enos Wood & Washdyke Lane Project
  - e) LALC
  - f) Community Centre Representative
  - g) Alanson & Erskine Foundation Representative
  - h) Alms Houses
8. Review Standing Orders
9. Review Financial Regulations
10. Review and update the CCTV Policy
11. To note CCTV updates & image requests
12. To receive a report from the Recreation Area Working Group, resolve actions and expenditure for issues raised:
  - a) Washdyke
  - b) Furlongs
  - c) Enos Wood
13. Financial Matters:
  - a) Resolution to approve payment of accounts as listed.

- b) To note the bank reconciliation
- 14. Highway Matters:
  - a) Receive issues requiring maintenance/ Repair.
  - b) To receive reactive speed sign data
- 15. Planning Matters
- 16. To note an update regarding the young people's service provided by OLPC
- 17. To note an update regarding Old Main Road MUGA
- 18. To note an update regarding the village maintenance schedule of works to go out to tender.
- 19. To note general correspondences not addressed on this agenda and respond if required.
- 20. To confirm the date and time of the next meeting 11 June 2025 and note any suggested agenda items.
- 21. To resolve on whether the Council will move into closed session to consider the following confidential and legal matters in accordance with the Public Bodies (Admission to Meetings) Act 1960. (*Should this resolution be passed the public and press will be required to leave the meeting at this stage*)
- 22. To discuss the old Co-op building in Old Leake