

CRINGLEFORD PARISH COUNCIL

SONYA BLYTHE
CLERK OF THE PARISH COUNCIL
THE WILLOW CENTRE
1-13 WILLOWCROFT WAY
CRINGLEFORD NR4 7JJ

Telephone 01603 250198

TO MEMBERS OF THE COUNCIL

**You are hereby summoned to attend a Meeting of
Cringleford Parish Council on
Wednesday 14 May 2025 at 7.30pm at The Willow Centre
For the purpose of transacting the following business:-**

AGENDA

1	To elect a Chairman and to sign Declarations of Acceptance of Office
2	Welcome and to accept apologies for absence
3	To receive Chairman's announcements, if any
4	To accept any declaration of Members Interests (Members are not required to declare personal or prejudicial interests but are to declare any new Disclosable Pecuniary Interests that are not currently included in the Register of Interests. Members are reminded that under the Code of Conduct they are not to participate and must leave the room for the whole of an agenda item to which they have a Disclosable Pecuniary Interest. Members may disclose any other interests they may have in the interests of transparency)
5	To elect a vice-Chairman for the forthcoming year
6	To confirm the minutes of the meetings held on 9 April 2025 and consider any matters arising (for information)
7	To receive questions from parishioners (maximum of 15 minutes, per Standing Orders)
8	To receive reports from District and County Councillors
9	To elect Chairmen and members of the advisory groups/committees: -Planning and Environment Committee -Finance Advisory Group -Recreation and Amenities Advisory Group -Personnel Committee -CIL and Commuted Sum Advisory Group

	<ul style="list-style-type: none"> -Road Safety Group -Neighbourhood Development Plan
10	<p>To review and approve the following policies:</p> <ul style="list-style-type: none"> - Standing Orders (NALC updates to s14 and 18) - Financial Regulations (NALC updates to s5) - Code of Conduct - Statement of internal control and annual review of effectiveness of internal control and internal audit -Winter Maintenance policy (updated) -IT Policy (new)
11	<p>To note and agree actions for correspondence received:</p>
11.1	Public Spaces Protection Order
11.2	Club House Opening
11.3	Local Government Reorganisation
11.4	To consider time-sensitive correspondence received since the agenda was dispatched
12	To receive the Clerk's report
13	To receive the notes and consider recommendations from the Recreation and Amenities Advisory Group (Cllr Chapman)
14	To receive the minutes and consider recommendations from the Planning and Environment Committee (Cllr Wang)
15	To receive the notes and consider recommendations from the CIL & Commuted Sum Group
16	Finance Advisory Group
16.1	To receive the notes and consider recommendations from the Finance Advisory Group meeting on 29 April 2025
16.2	To receive the final 2024/25 accounts, bank reconciliation and internal auditor report
16.3	To consider and agree the AGAR Governance Statement for 2024/25
16.4	To consider and confirm the AGAR Accounting Statement for 2024/25
16.5	To note the dates for elector rights to be exercised
17	Finance:
17.1	To agree the payments for May 2025, from 10 April to 15 May.

17.2	To receive the April bank reconciliations and accounts to date
17.3	To agree which signatories will authorise BACs payments online on 15 May 2025
17.4	To confirm that Cllr Fielding has checked the monthly payments list against the bank statement
17.5	To confirm the Assistant Parish Clerk (cover) can be added to the bank account
17.6	To approve changing Hampshire Bank account into a higher interest savings account
18	To confirm the date of the next meeting on Wednesday 11 June 2025 at 7.30pm
19	To receive items for the next quarterly newsletter
20	To receive items for the next agenda
21	To consider excluding the public due to the confidential nature of the following business, under The Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2).
22	To receive a staffing update (if any)
23	To receive information on General Data Protection Regulation breaches (if any)
24	To receive any commercial aspects relating to the purchase of an open space (if any)

Signed: *Sonya Blythe*
Parish Clerk

Dated: 7 May 2025