

Kirklington Annual Parish Council Meeting & Ordinary Parish Council Meeting (combined) – Agenda

Agenda for the meetings on Monday 12th May 2025 (which will follow on from the Annual Parish Meeting once finished).

Annual Meeting formalities

1. Election of Chair
2. Election of Vice-Chair
3. Election of Treasurer
4. Apologies for absence – Cllr Radford and Cllr Wheatcroft
5. Declarations of Interest – *to receive declarations to cover the rest of the meeting(s)*
6. Minutes of last ordinary Parish Council Meeting (31st March 2025) – *to approve the minutes as being a true record of the meeting.*
7. Roles for the forthcoming year (2025-26) (HC) – *to review and approve/adopt areas of responsibility*
8. Adoption of the outgoing Chairman's Annual Report (Vice Chair / all) – *to formally adopt the report*
9. Treasurer's Annual Report (IW /all) – *to receive and formally adopt the report*

Ordinary Meeting formalities

10. Action points review (HC/all) – *to receive and review any updates on outstanding actions including Lineage, the School, and highways-related matters*
11. Village signs (NC/all) – *to consider and approve the approach to be taken for the project.*
12. WINGS (IW/all) – *to receive updates about/from the School.*
13. Traffic Report (IW) – *to receive an update about stats/issues*
14. Financial matters (IW):
 - i) Balances – *to review the current bank balances*
 - ii) Clerk payment – *to approve payment for April*
 - iii) Flood reserves expenditure – *to review/approve payments (if needed)*
 - iv) Payments made since last meeting – *to review/approve payments made (if needed)*
 - v) Payments due before next meeting - *to review/approve payments to be made (if needed)*
 - vi) Receipt of precept – *to confirm receipt of first instalment*
 - vii) Receipt of VEDay Grant – *to confirm receipt and formally approve donation for VHMC event.*
 - viii) Insurance renewal – *to approve the annual insurance premium renewal*
15. End of Year Finances Review 2024-25 (IW):
 - i) Annual Approval of accounts for the year ended 31 March 2025.
 - ii) Approval of Certificate of Exemption for the year ended 31 March 2025.
 - iii) Approval of the Annual Governance Statement for the year ended 31 March 2025.
 - iv) Approval of the Accounting Statements for the year ended 31 March 2025.
16. Planning Matters (HC) – *to review planning applications that have been received (inc any received after the agenda is circulated):*
 - i) 3/24/01018/CMA (NCC ref.no.) – Kirklington A Wellsite, Hockerton Rd – advanced notice received ahead of submitting permission to vary conditions applying to final restoration of the site (to revert back to previous proposals due to change of land ownership). **Action: await formal application submission (date tbc).**
 - ii) Top o'the Hill development – *to receive updates on works*
 - iii) 25/00461/TWCA – 3 The Green – crown/reduction works to two trees. **Outcome: NSDC has no objections (info only).**
 - iv) 25/00526/TWCA – Kirklington Primary School – tree reduction works (one tree). **Outcome: NSDC has no objections (info only).**

17. Review of Policies (HC) – *to receive an update on the current position to review formal policies including financial regs, GDPR, accessibility and Standing Order policies.*
18. Litter picking (HC) – *to review/approve a request to provide equipment*
19. Website/email update (HC) – *to confirm changes made and those proposed for 2025-26.*
20. A617 roadworks (HC) – *to review closures for 19th-22nd May*
21. Correspondence (HC):
 - i) NSDC Consultation Land Availability Assessment – *to collate comment and approve collation by email until deadline of 19/5.*
 - ii) Martyn's Law – *to receive an overview of legislative changes*
 - iii) NCC Consultation draft Local Nature Recovery Strategy (LNRS) - *to collate comment and approve collation by email until deadline of 16/6.*
22. Date of next meeting – *to confirm as 2nd June 2024 at 7.30pm. Next Annual Parish and Parish Council Meeting dates will be agreed early in 2026.*