

ENGLISHCOMBE PARISH COUNCIL

Serving Barrow, Englishcombe, Haycombe, Inglesbatch, Kilkenny & Nailwell.

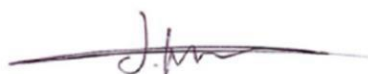
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Thursday 10th April 2025.

Dear Cllr Will Pow, Cllr Robert Law, Cllr Anne Corlett, Cllr Nick Spicer,
Cllr Lucie Scurlock and Cllr Mycroft Croisdale-Appleby.

You are summoned to attend the Meeting of Englishcombe Parish Council on Wednesday 7th May 2025 at 7:30pm at The Tithe Barn, Englishcombe and the agenda is provided below.

Yours sincerely,



Jack Turner BA.Hons. Cert.CILCA.
Locum Parish Clerk and RFO.

AGENDA

07-05-2025-01	To elect a Chairman to Englishcombe Parish Council for the ensuing year and to receive the Chairman's Declaration of Acceptance of Office.	<i>Vote to elect.</i>
07-05-2025-02	To elect a Vice-Chairman to Englishcombe Parish Council for the ensuing year.	<i>Vote to elect.</i>
07-05-2025-03	To receive questions from the members of the public present.	<i>To note questions.</i>
07-05-2025-04	To receive any applications for co-option onto the Parish Council.	<i>Vote to co-opt.</i>
07-05-2025-05	To receive any apologies for absence.	<i>To note apologies.</i>
07-05-2025-06	To consider any Declarations of Interest and to approve any dispensations for this meeting.	<i>Vote to approve.</i>
07-05-2025-07	To approve the minutes of the Parish Council Meeting of Englishcombe Parish Council held on Wednesday 5 th March 2025 and to note the Clerks report.	<i>Vote to approve accuracy.</i>
07-05-2025-08	To appoint representatives to following organisations or outside bodies: 08.1 Avon Local Council's Association (1). 08.2 Millstream, Orchard and Wheelwrights sub-committee (1). 08.3 Unity Trust Payment Approvals (2). 08.4 Bank Reconciliation Approvals (2).	<i>Vote to elect.</i>
07-05-2025-09	To consider the re-adoption of the following policies and procedures on an Annual Basis: 09.1 Standing Orders. 09.2 Financial Regulations. 09.3 Equality and Diversity Policy. 09.4 Safeguarding Children and Young People and Vulnerable Adults Policy. 09.5 Code of Conduct for Members.	<i>Vote to approve.</i>

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09.6	NALC Model Grievance Policy.	
09.7	NALC Model Disciplinary Policy.	
09.8	Risk Register.	
09.9	Risk Management Strategy.	
09.10	Publication Scheme.	
09.11	Freedom of Information Policy.	
09.12	GDPR and Privacy Policy.	
09.13	Health and Safety Policy.	
09.14	Complaints Policy.	
09.15	Reserves Policy.	
09.16	Planning Applications Procedure.	
09.17	Scheme of Delegation.	
09.18	Retention Policy.	
09.19	Financial Procedures.	
09.20	Business Continuity Plan.	
07-05-2025-10	To consider the Internal Audit Report for the financial year ending 31st March 2025 and to note any recommendations arising from this report.	<i>To approve and note.</i>
07-05-2025-11	To consider and approve annual accounts and procedures:	<i>Vote to approve.</i>
11.01	To resolve that there are no conflicts of interest with BDO LLP.	
11.02	To resolve that Englishcombe Parish Council are exempt from the External Audit process for the financial year ending 31 st March 2025.	
11.03	To note the Internal Auditor's report section of the AGAR for 2024/2025.	
11.04	To receive and approve the Annual Governance Statement for 2024/2025.	
11.05	To receive and approve the Accounting Statements for 2024/2025 and to receive any explanations of significant variances.	
11.06	To note the period of public rights and publication of the Annual Governance and Accountability return.	
11.07	To note the end of year Financial Report for the financial year ending 31 st March 2025.	
11.08	To review Englishcombe's Parish Council Earmarked Reserves.	
07-05-2025-12	To appoint Auditing Solutions LTD as Internal Auditor for the financial year ending 31 st March 2026.	<i>Vote to approve.</i>
07-05-2025-13	To confirm insurance arrangements for the 2025/2026 financial year.	<i>To note.</i>
07-05-2025-14	To carry out the Annual Review of Arrangements with other local authorities, not-for-profit bodies and businesses.	<i>To note.</i>
07-05-2025-15	To carry out the Annual Review of Englishcombe Parish Council's Asset Register.	<i>Vote to approve..</i>
07-05-2025-16	Englishcombe Parish Council Finance:	<i>To note and vote to approve.</i>
16.1	To approve the expenditure report for May 2025.	
16.2	To note the cashbook for Quarter 1 of the Financial Year.	

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16.3	To note the bank reconciliation and bank statements for Quarter 1 of the Financial Year.	
07-05-2025-17	To consider any planning applications or consultations received.	<i>Vote on outcome.</i>
07-05-2025-18	To receive updates from members on ongoing Parish matters:	<i>To note all reports.</i>
18.1	Bath and North East Somerset Councillor Report.	
18.2	Parish Council Chairman's Report.	
18.3	Rural Public Transport and Roads.	
18.4	Little Padleigh Hill Hedge Trim and Passing Bays	
18.5	Parish Council Website and Communications	
18.6	Installation of Defibrillators and First Aid Courses.	
18.7	Millstream, Orchard and Wheelwrights sub-committee.	
18.7 i	To consider the draft Licence Agreement for the Orchard.	
07-05-2025-19	To note that next Meeting of Englishcombe Parish Council will be held on Wednesday 2 nd July 2025 at 7:30pm.	<i>To note.</i>