

CHOLESBURY-CUM-ST LEONARDS PARISH COUNCIL

The Annual Parish Meeting of the Parish Council and the Parish Council Meeting will take place at St Leonards Village Hall on Tuesday, 13th May 2025 at 6.30pm

AGENDA

ANNUAL MEETING OF THE PARISH

- 5751) To receive apologies for absence
- 5752) To note the election of the councillors at the recent Elections on the 1st May 2025 and to receive their Declarations of Office, countersigned by the Proper Officer, or if not then received, to decide when it shall be received.
- 5753) Election of the Chairman and Vice Chairman
- 5754) To receive the Chairman's Declaration of Office, countersigned by the Proper Officer or, if not then received, to decide when it shall be received
- 5755) To appoint representatives for Turpin Charity, St Leonards Parish Hall, allotment and The Green

PARISH COUNCIL MEETING

- 5756) To approve the minutes of the meeting of the Parish Council held on 1st April 2025 and deal with any Matters Arising
 - 5757) To receive declarations of interest
 - 5758) Reports from Buckinghamshire Councillors
 - 5759) To suspend standing orders and invite questions from members of the public
 - 5760) Reports
 - (a) Chairman's Report and Questions.
 - (b) Clerk's Report including:
 - (i) To note the review and approval of the following governance/policy documents:
 - Standing Orders
 - Financial Regulations
 - Code of Conduct
 - Complaints Policy
 - Asset Register
 - Publication Scheme
 - Data Privacy Policy
 - Risk Analysis Schedule
 - Internet Bank Procedures
 - Accessibility Statement
 - (ii)
 - (iii)
 - (iv)
- 5761) Finance
 - (a) To note the following regular orders of payments
 - (i) Clerk's net salary for May 2025
 - (ii) HMRC – £136.40
 - (c) To approve the following orders for payment and any other arriving after this notice
 - (i) Hall Hire - £14.00
 - (ii) Defibrillator Pads - £150.36
 - (iii) SLCC Membership - £190.00
 - (iv) BMKALC Membership - £178.86
 - (d) (i) To note the 2024/25 Internal Audit and to approve whatever actions as advised by the Clerk relating to governance matters.
 - (ii) To approve the Annual Governance Statement and Accounting Statement
 - (iii) To also set the Notice Period of Public Rights and to publish all documents on the website
 - (e) To review and approve the insurance for 2025/26 with a premium of £295.72
 - (f) To note The Council's regular payments and review Direct Debits

- (i) Clerk's salary
- (ii) HMRC
- (iii) Dog bin collection
- (iv) Information Commissioner's Office – Data Protection Registration Fee (Direct Debit)
- (v) Water Bill Allotments (Direct Debit)

5762) Planning (see planning schedule)

- (a) To note any responses to planning applications since the last meeting
- (b) To deal with any planning applications, including those received after the date of this notice:
 - i. PL/25/1034/FA - 3 Browns Rise Buckland Common Buckinghamshire HP23 6NJ
 - ii. PL/25/0945/FA - 7 Chiltern Cottages Cholesbury Lane Buckland Common Bucks HP23 6NQ
- (c) To receive decisions from Buckinghamshire Council – see schedule
- (d) To receive notice of appeals – see schedule
- (e) To receive an update on enforcement matters – see schedule

5763) To consider matters relating to Highways and Rights of Way

- (a) Review Highways and Rights of Way Schedule and to consider whether to continue to maintain the schedules
- (b) Other highways matters

5764) To consider matters relating to the Green at Buckland Common, Springall Hill Allotments and other maintenance matters

5765) To set the dates for the next meetings