

SUTTON WEAVER PARISH COUNCIL

Members of the Parish Council

You are summoned to the Annual Meeting of Sutton Weaver Parish Council to be held on Wednesday 6th May 2026, at 7pm at St Peters Church Hall, Sutton Weaver, for the purposes of transacting the business set out in the agenda below.

Members of the public and press are invited to attend unless a confidential item (Part B).

Yours sincerely T Whitlow Clerk to Sutton Weaver Parish Council 29/04/2026

AGENDA

	Welcome:	Welcome & introductions from the chair
1	Election of Chair:	<ol style="list-style-type: none"> To elect the Chair to serve until the Annual Meeting of the Council in May 2027 Chair to sign Acceptance of Office
2	Election of Vice Chair:	To elect the Vice-Chair to serve until the Annual Meeting of the Council in May 2027
3	Apologies:	To receive any apologies of absence.
4	Declarations of Interest:	<p><i>Councillors are reminded of the need to update their register of interests. To declare any personal, pecuniary and/or prejudicial interests in terms on the agenda and their nature. (Councillors with pecuniary and/or prejudicial interests must leave the room for the relevant items).</i></p> <p><i>Parish and Town Councillors are reminded that if they receive any gifts or hospitality in excess of the value of £25, they are to provide written notice to the Local Monitoring Officer</i></p>
5	Minutes:	To approve the Minutes of the Parish Council meetings held on 1 st April 2026 & the AMPC held on 14.05.2025
6	Chairs Report:	To receive a report from the outgoing chair for 2025-26
7	Policy Review:	<ol style="list-style-type: none"> To review the Standing Orders – note clerks recommends no change, and to set review date of AMPC May 2027 To review Financial Regulations – note clerk recommends no change, and to set review date of AMPC in May 2027 To confirm code of conduct and set review date of AMPC in May 2027 To review the Scheme of Delegation, To review the Management Risk Assessment. To review the Management Strategy To review the Internet Banking Policy
8	PCSO/Police:	To receive an update from the PCSO/Police
9	Ward Councillor:	To receive a report from the ward councillors on local issues.
10	Matters Arising:	Matters arising from previous minutes – if not an agenda item.
11	Public Participation:	Members of the public may comment or raise questions regarding matters affecting the Parish which may be added to the following meeting agenda.
12	Correspondence:	To review and note correspondence of consequence received since the last meeting.
13	Village Groups:	<ol style="list-style-type: none"> To receive a report from the village speed watch group. To receive any updates from village/volunteer groups.
14	Clerks Report:	3. To receive a report from the clerk (if not agenda items.) For information purpose.
15	Accounts/Financial:	<ol style="list-style-type: none"> To approve the receipts & payment schedule 06.05.26 To approve the bank reconciliation of 27.04.26 To confirm bank signatories for 2026-27 To confirm pre-authorised payments for 2026-27

16	Meeting Dates:	To confirm meeting dates of the Parish Council up to May 2027
17	Internal Audit Report:	To review the Internal Audit Report and consider any actions required.
18	Certificate of Exemption:	To confirm exemption from External Audit as under £25k and sign accordingly.
19	Annual Governance Statement:	To consider & complete the Annual Governance Statement 2025-26 and sign accordingly.
20	Accounting Statements:	To consider & approve the Accounting Statements 2025-26 and sign accordingly.
21	Public Rights:	To set the dates for the Provision of Public Rights. – suggested for Wednesday 03.06.26 to Tuesday 14.07.26.
22	Playground Review:	<ol style="list-style-type: none"> 1. To receive an update on the playground. 2. To receive an update on the replacement fencing.
23	Asset Maintenance:	Bus Stop Benches: <ol style="list-style-type: none"> 1. To receive an update on bus stop bench
24	Planning:	<ol style="list-style-type: none"> 1. To review planning applications notified from CWAC up to date of the meeting and resolve comments to be made/ratify comments under delegated authority. 2. To note any decisions and enforcements notified from CWAC.
17	Items for Next Meeting:	Items for inclusion on the next agenda.
18	Date of Next Meeting:	Proposed – Wednesday 3 rd June 2026 7pm