

WHITBOURNE PARISH COUNCIL

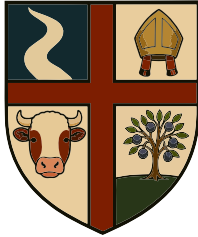
Dear Councillors,

You are summoned to the Annual Parish Council Meeting of Whitbourne Parish Council to be held on Wednesday 27th May 2026 at 7.30pm.

Kevin Phillips
Clerk/RFO - 01886 822267, whitbournepccclerk@outlook.com

AGENDA

1. Election of Chairman to the Council 2026/27
2. Chairman Declaration of Acceptance of Office
3. Election of Vice-Chairman to the Council 2026/27
4. To accept Apologies for Absence
5. To receive Declarations of Interest
6. To appoint representatives on outside bodies:
 - 6.a. Village Hall
 - 6.b. Playing fields
 - 6.c. Manorial Court
7. To appoint parish officers:
 - 7.a. Tree Warden
 - 7.b. Footpaths
 - 7.c. Pollution
 - 7.d. Transport
 - 7.e. Flag officer
 - 7.f. Defibrillator
8. To approve the Minutes of the Meeting held on: 4th March 2026
9. Matters arising from minutes
10. To approve Clerk Consultation decisions
 - 10.a. Pay Lengthsman: £1,160.40.
11. To receive report from Ward Councillor
12. To receive the Clerk's Report



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13. Financial Matters:

13.a. To approve the AGAR Certificate of Exemption

13.b. To receive the internal auditor's report (2025/26)

13.c. To complete and sign the Annual Governance Statement (2025/26)

13.d. To approve end of year Accounting Statements (2025/26)

13.e. To approve bank reconciliation to 31st March 2026

13.f. To approve accounts for payment:

i. Clerk Salary Apr/May 26 & HMRC PAYE

ii. Clerk Expenses Mar/Apr 26 (£40.00)

iii. Lengthsman (£513.60), Village Hall (£6.00), Grass Cutting (£400.00),
Bringsty Common Grant (£200.00), ICO (£52.00)

13.g. To review budget versus spend (2025/2026)

14. To re-adopt the following policies

14.a. Standing Orders

14.b. Financial Regulations

14.c. Risk Management

14.d. Complaints procedure

14.e. Clerk Scheme of Delegation

14.f. Councillor's Code of Conduct

15. Planning consultation - 261179 - Old Gaines House, Gaines Road, Whitbourne

16. To receive reports from: Village Hall, Playing Fields, Manorial Court, Lengthsman Scheme

17. To receive report regarding the Biodiversity Action Plan (BAP)

18. To report village issues regarding road maintenance, clearance, etc.

19. Public Participation - members of the public are allowed 10 minutes to address the Council

20. Items for future consideration

Members of the public are welcome to attend our meetings. The date for next meeting: Wednesday 8th July 2026