

To members of Hadnall Parish Council:

You are summoned to the Annual Meeting of Hadnall Parish Council to be held on Monday 18th May 2026 at 8pm in Astley Village Hall.

Alison Utting, Clerk 11/05/2026

AGENDA

Please note: There will be no public session or reports as the Annual Community Meeting will have been held immediately prior to this meeting.

26/035 ELECTION OF CHAIRMAN (*Chair to sign Acceptance of Office.*)

26/036 REGISTER OF ATTENDANCE and APOLOGIES FOR ABSENCE

26/037 DECLARATIONS OF INTEREST – Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting and which is not included in the register of interests. (*Members are reminded that they are required to leave the meeting during the discussion and voting on matters in which they have a disclosable pecuniary interest, whether or not the interest is recorded in the register of members' interests maintained by the Monitoring Officer*)

26/038 CO-OPTION – To consider any applications.

26/039 MINUTES – To approve the minutes of the meetings of the parish council held on 9 March and 14 April 2026.

26/040 ELECTION OF VICE-CHAIR

26/041 ELECTION OF COMMITTEES and REPRESENTATIVES

- a) Planning Committee and Planning Advisory Group
- b) Staffing Committee
- c) Village Hall representative
- d) Internal checker (finance)
- e) Defibrillator checker
- f) VAS (speed signs) checker
- g) Notice board keyholders

26/042 PROGRESS REPORT – To receive updates on current matters. To include: RoSPA inspection, bin emptying, land registration, cllr email accounts, bench, play equipment repairs, defib checks, HMRC reclaim.

26/043 PLANNING

- a) To consider any **planning applications** received in advance of this meeting.
- b) To note any **planning decisions** published in advance of this meeting.

26/044 FINANCE

- a) To approve **payments** and note **receipts**.
- b) To approve the finalised **account sheet** and **bank reconciliation** for 2025-26.
- c) To review **signatories** for the bank and investment accounts.
- d) To review **standing order and direct debit agreements**.

26/045 LEGAL MATTERS

- a) To approve the **Asset Register**.
- b) To approve the **Risk Assessment**.
- c) To consider the **parish council insurance** report and select a provider.
- d) To review all existing **policies** as follows: Standing Orders; Code of Conduct; Financial Regulations; Planning policy; Planning Committee TOR; Staffing Committee TOR; Risk Management Policy; Complaints Policy; Data Protection Policy; Digital Communication Policy; Dignity at work, bullying and harassment policy; Equality and Diversity Policy; Grant awarding policy; Grievance and Discipline Policy; Vexatious complaints policy; Freedom of Information Policy; Internal control policy. (All policies available to view on HPC website).

26/046 AUDIT

Annual Governance and Accountability Return (AGAR) 2025-26. To consider and approve:

- (i) Internal Auditor's report
- (ii) External audit exemption certification
- (iii) Section 1 - Annual Governance Statement
- (iv) Section 2 - Accounting Statements
- (v) Electors' Rights – RFO to confirm intention to display notice and dates

26/047 CORRESPONDENCE – To note and consider responses.