



Spixworth Parish Council
Council Office, Village Hall, Crostwick Lane,
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NOTICE OF MEETING

Annual Council Meeting will be held on **Tuesday 5th May 2026**
at 7:45pm, in Spixworth Village Hall Room 84

Mrs Carolyn.Lake
Clerk to the Parish Council

Please notify the clerk if you wish to join this meeting

AGENDA

1. TO ELECT A CHAIRMAN AND SIGN THE DECLARATION OF ACCEPTANCE OF OFFICE AND MEMBERS INTEREST
2. TO ELECT A VICE CHAIR FOR 2026/27
3. TO ACCEPT APOLOGIES FOR ABSENCE
4. DECLARATIONS OF INTEREST
 - 4.1 To receive Declarations of Interest under the Code of Conduct 2012
5. PUBLIC SPEAKING TIME AND TO RECEIVE REPORTS FROM POLICE, COUNTY AND DISTRICT COUNCIL. Members of public are invited to speak and are only permitted to speak at this point in the meeting.
6. HIGHWAY MATTERS
7. CO-OPTION OF PARISH COUNCILLORS
8. MINUTES OF PREVIOUS MEETING
9. TO RECEIVE MONTHLY ACTION PLAN UPDATE
10. FINANCE
 - 10.1 To note Balances and to approve Payments in accordance with the Budget as per tabled schedule 5th May 2026
 - 10.2 To note bank reconciliation as of the 28th of April 2026.
 - 10.3 To note internal auditors report
 - 10.4 To approve section 1 and sign of Annual Governance Statement 2025/26
 - 10.5 To approve section 2 accounting statement figures for Annual Return 2025/26
 - 10.6 To agree quote for harness strap for accessible swing
 - 10.7 To agree quote to cut back tree on cut through from Park Road to Arthurton Road
 - 10.8 To agree revised quote for 2026-27 ground maintenance of Maisie's Meadow.
 - 10.9 To agree an increase in Parish Caretaker hourly rate.
11. PLANNING MATTERS

Ref: 2026/0778
Proposal: Replacement rear extension and associated internal alterations.
Location: 36 Rosetta Road
Comment Date: 6th May 2026
12. ALLOTMENT MATTERS
 - 12.1 To agree update on rules to erect structure on allotment plot

13. AMENITY MATTERS

14. ANNUAL POLICY REVIEW

- 14.1 To review Financial Regulations Policy
- 14.2 To review Risk Assessment Policy
- 14.3 To review Internal Control Statement
- 14.4 To review Effectiveness of the System of Internal Audit
- 14.5 To review Code of Conduct Policy
- 14.6 To review Assets Register
- 14.7 To review the Standing Orders

15. TO AGREE THE DATE OF THE NEXT MEETING-Tuesday 2nd June 2026, Room 84 Spixworth Village Hall