

---

**NOTICE OF MEETING**

A Parish Council Meeting will be held on **Tuesday 2<sup>nd</sup> September 2025**  
at **7.00pm** in Spixworth Village Hall

Mrs Carolyn.Lake  
Clerk to the Parish Council

***\*Please notify the clerk if you wish to join this meeting\****

---

**AGENDA****1. TO ACCEPT APOLOGIES FOR ABSENCE****2. DECLARATIONS OF INTEREST**

To receive Declarations of Interest under the Code of Conduct 2021

**3. PUBLIC PARTICIPATION**

Members of the public are invited to speak and are **only** permitted to speak at this point in the meeting. (Public participation shall be in accordance with Standing Orders and shall not exceed 3 minutes per individual and 15 minutes in total unless such time is extended by the Chairman of the meeting).

**4. REPORT FROM COUNTY COUNCILLOR****5. REPORT FROM DISTRICT COUNCILLOR****6. REPORT FROM PARISH CLERK****7. HIGHWAY MATTERS****8. CO-OPTION OF PARISH COUNCILLORS****9. MINUTES OF PREVIOUS MEETING.****10. TO RECEIVE MONTHLY ACTION PLAN UPDATE****11. FINANCE**

11.1 To note Balances and to approve payments in accordance with the Budget as per tabled schedule 2<sup>nd</sup> September 2025.

11.2 To note bank reconciliation as of the 31<sup>st</sup> July and 27<sup>th</sup> August 2025

11.3 To agree Maisie's Meadow Ground Maintenance quote for 2025/26 season.

11.4 To receive the External Audit Report and Notice of Conclusion of Audit.2024/25

11.5 To agree internal auditor quote for 2025/26.

11.6 To agree quote to cut back trees on Arthurton Rd residential car park area.

**12. TO RECEIVE UPDATE ON STRATEGIC PLAN DOCUMENT****13. AMENITY MATTERS**

13.1 To agree UKPN permit for streetlight work to be carried out by Cozens.

13.2 To discuss re-location of St Peters Ways dog bin.

13.3 To receive an update on tree planting for Maisie's Meadow.

13.4 To note complaint regarding VH play area swing gates

13.5 To discuss ongoing repair of Greg's Meadow picnic enclosure fence.

13.6 To discuss instillation of no vehicle entry bollard on Greg's Meadow Russell Avenue

**14. POLICIES**

14.1 To agree emergency spend limit on financial regulations

- 14.2 To review recovery of debts on financial risk assessment.
- 14.3 To note updated Standing Orders

#### 15. ALLOTMENTS

- 15.1 To review prices for October 2025.

#### 16. CHRISTMAS EVENT

- 16.1 To agree plans for event and cost of Christmas Tree instillation

#### 17. TO AGREE THE DATE OF THE NEXT MEETING- PARISH COUNCIL MEETING TUESDAY 7<sup>TH</sup> OCTOBER 2025.