

## **CHOLESBURY-CUM-ST LEONARDS PARISH COUNCIL**

The Annual Parish Meeting of the Parish Council and the Parish Council Meeting will take place at St Leonards Village Hall on Tuesday, 12th May 2026 at 6.30pm

### **AGENDA**

#### **ANNUAL MEETING OF THE PARISH**

- 5836) To receive apologies for absence
- 5837) Election of the Chairman and Vice Chairman
- 5838) To receive the Chairman's Declaration of Office, countersigned by the Proper Officer or, if not then received, to decide when it shall be received
- 5839) To appoint representatives for Turpin Charity, St Leonards Parish Hall, allotment and The Green

#### **PARISH COUNCIL MEETING**

- 5840) To approve the minutes of the meeting of the Parish Council held on 31<sup>st</sup> March 2026 and deal with any Matters Arising
- 5841) To receive declarations of interest
- 5842) Reports from Buckinghamshire Councillors
- 5843) To suspend standing orders and invite questions from members of the public
- 5844) Reports
  - (a) Chairman's Report and Questions.
  - (b) Clerk's Report including:
    - (i) To note the review and approval of the following governance/policy documents:
      - Standing Orders
      - Financial Regulations
      - Code of Conduct
      - Complaints Policy
      - Asset Register
      - Publication Scheme
      - Data Privacy Policy
      - Risk Analysis Schedule
      - Internet Bank Procedures
      - Accessibility Statement
      - IT Policy
    - (c) Internal Audit 2025-2026
      - (i) To note the 2024/25 Internal Audit and to approve whatever actions as advised by the Clerk relating to governance matters.
      - (ii) To approve the Annual Governance Statement and Accounting Statement
      - (iii) To also set the Notice Period of Public Rights and to publish all documents on the website
- 5855) Finance
  - (a) To note the following regular orders of payments
    - (i) Clerk's net salary for April and May 2026
    - (ii) HMRC – April £140.40/May £140.40
  - (c) To approve the following orders for payment and any other arriving after this notice
    - (i) BMKALC Membership - £192.96
    - (ii) SLCC Membership - £253.00
    - (iii) Bridget Knight/Internal Audit - £200.00
  - (d) To approve the Certificate of Exemption
  - (e) To review and approve the insurance for 2025/26 with a premium of £334.05
  - (f) To note The Council's regular payments and review Direct Debits

- (i) Clerk's salary
- (ii) HMRC
- (iii) Dog bin collection
- (iv) Information Commissioner's Office – Data Protection Registration Fee (Direct Debit)
- (v) Water Bill Allotments (Direct Debit)

- 5856) Planning (see planning schedule)
- (a) To note any responses to planning applications since the last meeting
  - (b) To deal with any planning applications, including those received after the date of this notice:
    - i. PL/26/00997/HB - The Black Horse Public House The Vale Hawridge Buckinghamshire HP5 3NS
  - (c) To receive decisions from Buckinghamshire Council – see schedule
  - (d) To receive notice of appeals
    - i. PL/25/5903/FA - 1 Horseshoe Cottages Parrotts Lane Buckland Common Bucks HP23 6NX
  - (e) To receive an update on enforcement matters – see schedule
- 5857) To consider matters relating to Highways and Rights of Way
- 5858) To consider matters relating to the Green at Buckland Common, Springall Hill Allotments and other maintenance matters
- 5859) To set the dates for the next meetings