

Wrawby Parish Council
c/o 5 Labrador Drive
Broughton
DN20 0ER

07710 906 963

clerk@wrawby-pc.org.uk

Dear Councillor

You are summoned to attend the **Annual Wrawby Parish Council Meeting to** be held on **Monday 19th May 2025 on the rising of the Annual Parish Meeting (which starts at 6pm) in the Wrawby Village Hall, 32 Vicarage Gardens, Wrawby, DN20 8SA.**

The agenda is set out below.

Kerry McGrath

Clerk / RFO

Wrawby Parish Council

14th May 2025

AGENDA

1. **Welcome** by the Chair
2. **a) Election of the Chair**
b) Elected chair signs the declaration of acceptance of office.
3. **a) Election of the Vice Chair**
b) Elected vice chair signs the declaration of acceptance of office.
4. **Apologies**
To note apologies for absence.
5. **Declaration of Interests / Dispensations**
a) **To confirm** that all Councillors have reviewed and updated their Register of Interests in accordance with the Localism Act 2011 and pursuant to the relevant Authorities (Disclosable Pecuniary Interest) Regulations 2012 and North Lincolnshire Code of Conduct (**Councillors are reminded to do this before the meeting.**)

b) Declarations of Interests, in respect to Agenda items, to be made and recorded in the minutes even if an interest has been declared in the register.
COUNCILLORS MUST DECLARE ANY AMENDMENT TO PECUNIARY INTERESTS WITHIN 28 DAYS.

c) For the Council to note any dispensations presented to the Clerk prior to the meeting and their resolution.
6. **Minutes of Previous Meetings**
a) To approve the minutes of Wrawby Parish Council on Monday 24th March 2025
b) To receive an update on matters from the minutes, from the Clerk and/or Chair, not appearing anywhere on the agenda.
7. **Financial Responsibilities**
a) To confirm 3 signatories for Wrawby Parish Council and to reaffirm 2 of 3 to sign.
b) To confirm 2 competent councillors to carry out Internal Control checks.
c) To confirm Internal Auditor for 2025 - 2026 as Public Sector Audit.

8. To reaffirm the NLC Code of Conduct.

9. Dates of meetings for 2025/2026

Monday July 28th 2025 at 7pm

Monday September 22nd 2025 at 7pm

Monday November 24th 2025 at 7pm

Monday January 26th 2026 at 7pm – Budget and precept setting meeting

Monday March 23rd 2026 at 7pm

Monday May 18th 2026 Annual Wrawby Parish Council Meeting and Annual Parish Meeting at 6pm.

10. Internal Audit – To receive the annual internal audit and to approve recommendations.

a) To review and approve Asset Register - attached

b) To review and approve Insurance Schedule. – attached.

c) To receive and approve that the Council met the criteria to be eligible to submit a Certificate of Exemption 2024/2025

i.e

(i) Its gross income and gross expenditure are both below £25k; and

(ii) no public interest report/statutory recommendation/advisory notice/judicial review/application to court re unlawful item of account has been issued by its external auditor in the prior year; and

(iii) the reporting year is not one of the authority's first three years of existence.

d) To complete and approve Section 1 of AGAR 2024/2025 – Statement of assurance

e) To receive and approve Section 2 of AGAR 2024/2025 – statement of accounts.

11. Policies

a) Standing Orders

b) Financial Regulations

c) Biodiversity Policy

d) Safeguarding adults

e) Safeguarding children

f) Health and Safety Policy

g) General and Financial Risk Assessment

h) Equality Policy

12. Planning –

a) To receive and resolve comment on new planning applications within Wrawby Parish. Also, to receive and comment on applications, where possible, received after agenda issue.

(i) <https://apps.northlincs.gov.uk/application/pa-2025-522> Planning permission for the creation of a new temporary construction access to facilitate the construction of the Elsham to Lincoln Pipeline Scheme. Land on the southern edge of A18 Melton Road.

(ii) <https://apps.northlincs.gov.uk/application/pa-2025-326> Planning permission to erect two-storey side extension, formation of new bay window and front porch, 4 Kettleby Lane, Wrawby, DN20 8SN

b) To receive notification of planning decisions

13. Village Hall

To receive an update on Village Hall matters

14. Financial

a) **To receive notification of and resolve to approve** Payments April and May 2025 and Clerk's salary for April and May 2025

b) **To receive** receipts and bank reconciliation for information to 19th May 2025 – tabled at meeting and Chair to approve and sign.

- c) **To receive** budget monitoring report to 31st May 2025 for **information and resolve any matters arising**.

15. Environmental

- a) **To receive an update** on floral displays and **resolve matters arising**.
- b) **To receive an update** and **resolve matters arising** on highway matters.
- c) **To receive an update and resolve** matters arising on Play Park

16. Future Agenda Items

To **note** any items councillors wish to agenda for the next or future meetings.

17. Date of next Meeting

To **confirm** the date and time of the Wrawby Parish Council meeting Monday 28th July 2025 at 7pm

*Kerry McGrath,
22nd May 2024*