

CROWTON PARISH COUNCIL

Members of the Parish Council

You are summoned to the Annual Meeting of Crowton Parish Council to be held on Tuesday 26th May 2026 at Crowton Village Hall, for the purposes of transacting the business set out in the agenda below.

Members of the public and press are invited to attend, unless excluded for confidential items under Part B.

Yours sincerely **T Whitlow** Clerk to Crowton Parish Council 20/05/2026

AGENDA

	Welcome:	Welcome & introductions from the chair
1	Election of Chair:	1. To elect the Chair to serve until the Annual Meeting of the Parish Council in May 2027 2. Chair to sign Acceptance of Office.
2	Election of Vice Chair:	To elect the Vice-Chair to serve until the Annual Meeting of the Parish Council in May 2027
3	Apologies:	For council to receive & accept apologies from members
4	Declarations of Interest:	<i>Councillors are reminded of the need to update their register of interests. To declare any personal, pecuniary and/or prejudicial interests in items on the agenda and their nature. [Councillors with pecuniary and/or prejudicial interests must leave the room for the relevant items]</i>
5	Minutes:	To approve the Minutes of the Parish Council meetings held on 14 th April 2026 and the AMPC on 13.05.2025
6	Chairs Report:	To receive a report from the outgoing chair for 2025-26
7	Policy Review:	To review the following policies and to set review date of AMPC May 2027 1. Financial Regulations 2. Standing Orders 3. Code of Conduct 4. Scheme of Delegation 5. Management Risk Assessment 6. Management Strategy 7. Internet Banking Policy
8	Statutory Financials:	1. To confirm bank signatories for 2026-27 2. To confirm pre-authorised payments for 2026-27
9	Other Committees:	To elect a representative to the Village Hall Committee.
10	Public Participation:	Members of the public may comment or raise matters affecting the Parish. (maximum 15 minutes total / 3 minutes per person) – <i>[items raised will be noted, not discussed, unless within an existing agenda item]</i>
11	Ward Councillors:	To receive a report(s) from the Ward Councillor(s)
12	Matters Arising:	Matters arising from previous minutes – unless an agenda item.
13	Accounts/Financial:	1. To note income received and ratify payments made and approval of invoices received as per payment schedule. 2. To approve the bank reconciliation to 31.03.26 3. To note all year end documents completed and on the website.
14	Meeting Dates:	To set the meeting dates for the civic year 2026-27
15	Exemption Certificate:	To approve the Exemption Certificate
16	Internal Audit Report:	To review the Internal Audit Report and consider any actions required. 4.

17	Exemption Certificate:	5. To approve the Exemption Certificate
18	Accounting Statements:	To consider & approve the Accounting Statements 2025-26 and sign accordingly.
19	Public Rights:	To set the dates for the Provision of Public Rights. – suggested for Wednesday 03.06.26 to Tuesday 14.07.26.
20	Clerks Report:	To receive any updates from the clerk, unless an agenda item.
21	Bench Placement Policy:	To review the Bench Placement Policy and amend or adopt
22	Planning:	<ol style="list-style-type: none"> 1. To review planning applications received from LPA since the last meeting. 2. To ratify any comments submitted to planning under delegated authority. 3. To note any LPA decisions notified to the PC.
23	Highways:	To receive an update on any highways issues.
24	Millenium Green:	<ol style="list-style-type: none"> 1. To receive any general updates. 2. To receive an update on the volunteers. 3. To receive an update on the plaque. 4. To consider a request to place a memorial bench on the MG.
25	Asset Maintenance & Register:	To receive an update on the maintenance work to phone box & War Memorial.
26	Co-option:	<ol style="list-style-type: none"> 1. To consider any applications for co-option to the Parish Council 2. To consider ways of advertising the current vacancy
27	Resilience Plan:	To receive any update on the Resilience Plan
28	Noticeboard:	To consider the costings of a new additional notice board.
29	Items for Next meeting:	Items for inclusion on the next agenda.
30	Date of Next Meeting:	Proposed date Tuesday 14th July 2026.