

Members of the public and press are invited to attend all meetings of the Parish Council

Members of the public have the right to film or record this meeting, we would however politely request you make yourself known to the Clerk if this is your intention

NOTICE OF A MEETING OF ASHBY ST MARY PARISH COUNCIL

Members of the Parish Council are hereby summoned to attend the Annual Meeting of the Parish Council, to be held in Ashby & Thurton Village Hall

Wednesday 14th May 2025

7.00pm

Signed [Mrs T Higlett](#) - Clerk

5th May 2025

AGENDA

1. To formally appoint the Chair and sign declaration of acceptance
2. To appoint the Vice Chair
3. To consider co-option onto Parish Council.
4. To consider apologies for absence
5. To receive declarations of Interest for items on the agenda and to consider any requests for dispensations.
6. To approve the minutes of the meeting held on the 12th February 2025
7. Public forum including reports from County & District Councillors
8. Matters arising from the previous minutes.
 - I. Restoration of village sign
9. Administrative Issues
 - I. Update on Website.
 - II. To discuss Insurance renewal.
10. Finance
 - I. To consider the Internal Auditors report for year ending 31st March 2025. Forwarded to members prior to meeting.
 - II. To consider whether to exempt from an external audit and if so to authorise the Clerk and Chair to sign the form.
 - III. To consider the assertions on and complete the Annual Governance Statement 2024/25 and to authorise the Clerk and Chair to sign.
 - IV. To consider and approve the Accounting Statements 2024/25 and to authorise the Chair to sign.
 - V. Bank reconciliation for year end 2024/25
 - VI. To approve payments
 - a. T Higlett – clerks salary April/May - £412.10
 - b. HMRC – clerks taxation - £98.00
 - c. Zurich Insurance - £277.00
 - d. Norfolk PTS subscription - £57.50
 - e. L Trueman – Audit £50.00
 - f. Ashby & Thurton Village Hall bookings £120.00
 - VII. To note receipts since last meeting.
 - a. S N Precept £4381.00

11. Periodic Items
 - a) To review and approve the Parish Councils Standing Orders
 - b) To review and approve the Parish Councils Financial Regulations
 - c) To consider adopting a reserves policy.
12. Report from representative of Village Hall Management Committee
13. Reports re Website & Accessibility/Neighbourhood Security/Oil Buying Syndicate
14. Correspondence
 - I. South Norfolk - Councillors Registration of Interest
 - II. South Norfolk Public Spaces Protection Order (Dog Fouling& Dog Control) Renewal Consultation
 - III. Community Action Norfolk Newsletter
15. Matters for future consideration and items for information.
16. Date of next meeting: 9th July 2025