

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 20th May 2026
7.30pm**

Signed [Mrs T Higlett](#) – Clerk

Contact: Clerk@ashbystmaryparish.gov.uk

13th May 2026

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 18th February 2026
7. Public forum including reports from County & District Councillors
8. Matters arising from the previous minutes.
 - I. Restoration of Village Sign
 - II. Public Rights of Way Map replacement
9. Responding to and working with other bodies.
 - I. Planning
 - 2026/0416 Proposal: Erection of new agricultural building
Location: Land South East Of The Old Rectory Church Road Ashby St Mary. Comments by the 23rd May 2026
 - 2026/0120 Proposal: Creation of new access and driveway
Location: Land South East Of The Old Rectory Church Road Ashby St Mary. Comments by the 23rd May 2026.
 - 2026/0789 Location: Ashlea Mill Common Ashby St Mary. Proposal: Sunroom extension
Comments by 22nd May 2026.
10. Administrative Issues
 - I. Ownership of war memorial
 - II. To discuss Insurance renewal
 - III. Banking - payment frequency
 - IV. Renewal to Norfolk PTS
11. Finance
 - I. To consider the Internal Auditors report for year ending 31st March 2026. 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 2025/26

- and to authorise the Clerk and Chair to sign.
- IV. To consider and approve the Accounting Statements 2025/65 and to authorise the Chair to sign.
- V. Bank reconciliation for year end 2025/26
- VI. To approve payments
 - a. T Higlett – clerks salary May - £217.98
 - b. HMRC – clerks taxation period 2 - £52.00
 - c. Zurich Insurance - £304.00
 - d. Norfolk PTS subscription - £72.00
 - e. Ashby & Thurton Village Hall bookings £120.00
- VII. Payments made between meetings
 - a. T Higlett – clerks salary April - £218.18
 - b. R Goreham – Audit £70.00
 - c. HMRC £51.80
 - d. Autela Payroll - £102.00
- VIII. To note receipts since last meeting.
 - a. S N Precept £2,750.00 1st half precept
- 12. Periodic Items
 - a) To review and approve the Parish Councils Standing Orders
 - b) To review and approve the Parish Councils Financial Regulations
 - c) To review Equalities and Diversity Policy
- 13. Items for consideration for next months agenda
- 14. Date of next meeting 8th July 2026.