

STANHOE PARISH COUNCIL

ANNUAL PARISH COUNCIL MEETING – AGENDA 8th May 2025

Clerk: Nicola Smith

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I hereby give you notice that the Parish Council meeting of the above-named Parish Council will be held in The Reading Room and Village Hall, Cross Lane, Stanhoe on Thursday 8th May 2025 at 6.30pm. All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder.

Stanhoe Parish Council welcomes the public and press to its meetings. The public and press can address the Council during the Public session. The law does not permit members of the public and press to take part in the debates.

1. Election of Chair and Vice Chair
 - 1.1 Elect a Chair for the Council year 2025/26
 - 1.2 To receive the Chair Declaration of Acceptance of Office
 - 1.3 Elect a Vice Chair for the Council year 2025/26
 - 1.4 To receive Vice Chairs Declaration of Acceptance of Office
 - 1.5 Co option of Councillors, Declaration of Acceptance and Register of Interests
2. Approve updated Standing Orders
3. Approve Financial Regulations
4. Approve the Code of Conduct
5. Public Session in accordance with the Public Participation Policy – Maximum time 15 minutes, 3 minutes for each person as per Standing Orders
6. Present and apologies
7. To receive declaration of interests on agenda items. Please indicate whether the interest is a personal one or one which is also prejudicial. A declaration of a personal interest should indicate the nature of the interest and the agenda item to which it relates. In the case of a personal interest the member may speak and vote on the matter. If a prejudicial interest is declared the member should withdraw from the room whilst the matter is discussed.
8. Confirmation of the minutes, Parish Council meeting 6th March 2025
9. Matters arising
 - To maintain village appearance and amenities**
 - 9.1 – Broadband for Village Hall – update
 - 9.2- Village improvements/maintenance/priorities – update
 - 9.3– Village maintenance specification and tender - Clerks update

To ensure safety of the community

9.4 – Highways and Trods – update

9.5 – SAM 2 and Speedwatch- update

To effectively engage with the community

9.6– Stanhoe.org - update

9.7 – Village Survey results - update

10. Agenda Items10.1 – Confirmation of July meeting date – 17th July 2025**To maintain village appearance and amenities**

10.2 Advertising/Estate agent boards in public spaces

To ensure Council meets governance requirements and is financially responsible

10.3 Dog Bin emptying costs – Clerks update

10.4 Insurance quotes 2025/26 - to consider and approve provider

10.5 Playground Inspection April 2025 – Cllr Girling

11. Borough and County Councillor updates

11.1– Borough Councillor update

11.2 – County Councillor update

12. Correspondence received after agenda published**13. Finance**

13.1 To approve accounts for payment.

NAME	BUSINESS	GROSS
NICOLA SMITH	CLERKS SALARY MARCH	£274.49
NICOLA SMITH	CLERKS SALARY APRIL	£283.88
HMRC	PAYE MARCH	£68.64
HMRC	PAYE APRIL	£70.84
NICOLA SMITH	CLERKS EXPENSES	
	MAR/APR	£24.45
KLWNBC	DOG BIN EMPTYING 25/26	£527.28
UKHOSTING 9060301	STANHOE.ORG	£24.00
UKHOSTING 9060795	STANHOE.ORG	£24.00
NURTURE LANDSCAPES	MARCH INVOICE	121.50
SJA PEST CONTROL	MOLE CONTROL PLAYING FIELD	£145.00

- 13.2– Income and expenditure accounts - approve
- 13.2 – Review Internal Controls and Internal Audit Report
- 13.3 – Variance Report
- 13.4 – Approval of the Annual Governance Statement 24/25
- 13.5 – Cllr Shaw and Clerk to meet for Internal Control meeting in July.

14.Planning matters

14.1 – Planning Applications received

Ref. No	Address	Planning details	Parish Council Decision

14.2 – Planning Applications received after agenda published

15. Delegated Decisions

- 15.1 – Approval of Village Maintenance Contract
- 15.2 – Approval of quote from SJA Pest Control for mole control on the Playing Field

16. Items to be added to the following months agenda – (NOT FOR DISCUSSION DURING THIS AGENDA ITEM)

17. CONFIDENTIAL SECTION (not for public)

18. Proposed date of next meeting – 17th July 2025

The agenda is issued 1ST May 2025 by Nicola Smith – Parish Clerk This agenda conforms to the Transparency Code 2015