

STANHOE PARISH COUNCIL

ANNUAL PARISH COUNCIL MEETING – AGENDA 10th September 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 Wednesday 10th September 2025 at 6.00pm. 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. Welcome by Chair
2. Public Session in accordance with the Public Participation Policy – Maximum time 15 minutes, 3 minutes for each person as per Standing Orders
3. Present and apologies
4. 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.

5. Confirmation of the minutes, Annual Parish Council meeting 16th July 2025

6. Matters arising

To maintain village appearance and amenities

6.1 – Playground and maintenance - update

To ensure safety of the community

6.2 – Highways and Trods – update

6.3 – SAM 2 and Speedwatch - update

6.4 – Speed limit strategy - update

To ensure Council meets governance requirements and is financially responsible

6.5- Gov.uk email addresses and Assertion 10 – Clerks update

7. Agenda Items

7.1 – Confirmation of November meeting date – 12th November 2025

To maintain village appearance and amenities

7.2 Himalyan Balsam

7.3 Letter to Estate agents re Boards

To ensure Council meets governance requirements and is financially responsible

7.4 – Council laptop – consideration for budget for 2026/27

7.5– NJC Pay Award – Clerks update

7.6 – Updated Code of Fundraising Practice November 2025 – Clerks update

8. Borough and County Councillor updates

8.1– Borough Councillor update

8.2 – County Councillor update

9. Correspondence received after agenda published

10. Finance

10.1 To approve accounts for payment.

NAME	BUSINESS	GROSS
NICOLA SMITH	CLERKS SALARY JULY	£283.88
NICOLA SMITH	CLERKS SALARY AUGUST PLUS PAY AWARD	£329.40
HMRC	PAYE JULY	£70.84
HMRC	PAYE AUGUST	£82.45
NICOLA SMITH	CLERKS EXPENSES JULY/AUG	£7.20
NURTURE LANDSCAPES	JULY INVOICE	£121.50
NURTURE LANDSCAPES EE	AUGUST INVOICE VILLAGE HALL BROADBAND JULY	£121.50
	AUGUST	£34.99
NALC	E MAIL HOSTING	£34.99
WESTCOTEC	SAM MACHINE	£14.40
		£4627.20

- 10.2– Income and expenditure accounts - approve
- 10.3 – Cllr Shaw and Clerk to meet November 2025.

11.Planning matters

14.1 – Planning Applications received

Ref. No	Address	Planning details	Parish Council Decision
25/01227/LDE	Station Farm, Station Road	Application for lawful development certificate	Approved

11.2 – Planning Applications received after agenda published

12. Delegated Decisions

12.1 Planning application – Station Farm, Station Road – APPROVED

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

14. CONFIDENTIAL SECTION (not for public)

15. Proposed date of next meeting – 12th November 2025

The agenda is issued 3rd September 2025 by Nicola Smith – Parish Clerk This agenda conforms to the Transparency Code 2015