

To: Members of Gawcott with Lenborough Parish Council

You are hereby summoned to attend the Gawcott with Lenborough Annual Parish Council Meeting on Thursday 15th May 2025 at 7.30pm at Gawcott village hall

Press and Public are invited to attend

Before the meeting starts, all elected councillors to sign their Declarations of Acceptance of Office

AGENDA

- 1. To elect the Chairman of the Council and to receive the Chairman's Declaration of Acceptance of Office**
- 2. To elect a Vice-Chair**
- 3. To receive apologies for absence**
- 4. Co-option of Parish Councillors – to consider and vote on candidates for the vacant Parish Councillor positions**
- 5. To receive any declarations of interest from Members on any item on this evening's agenda**
- 6. To approve the minutes of the Parish Council Meeting held on Thursday 17th April 2025**
- 7. Public Participation Session**

Members of the public may raise subjects they wish to bring to the attention of the Parish Council. Decisions cannot be made at this meeting on items not on the agenda.
- 8. To receive updates from Buckinghamshire Councillors**
- 9. Finance**
 - a. To agree the May payment run as circulated
 - b. To note the balance of accounts as at 30th April:
 - Business account x2092 - £5,296.58
 - Playing field account x2967- £2,124
 - Deposit account x5984 - £40,929.13
 - c. To review the April bank statements
 - d. To review and agree the payments, receipts and summary report including budget/actuals as at 30th April
- 10. Audit**
 - a. To note the Internal Audit has been completed and to review and consider the recommendations in the Internal Audit report
 - b. To agree and sign the Annual Governance and Accounting Statement for the year ending 31st March 2025 (sections 1 and 2 of the AGAR)
 - c. To agree the dates *Tuesday 3rd June – Monday 14th July 2025* for Notice of Public Rights and Publication of Unaudited Annual Governance and Accountability Return

11.Planning: To discuss planning applications

a. Ongoing planning matters

To receive the written report about ongoing planning matters in the Parish

b. Any other planning matters of relevance to Gawcott

12.To report on any Highways, Footpaths & Footways and Lighting matters

13.To report on any Maintenance and Environment issues

14.To provide updates for the Pavillion, Playing Fields and Play Area

- Cllr White to provide Cllrs with an insight into the booking and user issues he is experiencing with the AWP

15.To report on any other Parish Council business

- a. To consider the request from The Buckingham & Gawcott Charitable Trust for the nomination of two councillors as Trustees
- b. To consider the quote received from D&A Sheds to supply and build an 8x6 shed and install shed base
- c. To approve the insurance renewal with Zurich (£2,260.21)
- d. To note that a liability claim has been received by Zurich following an incident at the playing fields
- e. To approve the updated Standing Orders following changes to sections 14 and 18a, 18c, 18d and 18e
- f. To approve the updated Financial Regulations following changes to sections 5.4, 5.7 and 5.11
- g. To adopt the Financial and Management Risk Assessment for 2025/26

16.To receive reports from the village hall, solar farm and community group

17.To provide updates on meetings, events and training

18.Future meetings

- a) To note the date of future meetings
12th June, 10th July, 11th September, 9th October, 13th November and 11th December (no meeting in August).

Kelly Harris

Parish Clerk & RFO

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