EARDISLEY GROUP PARISH COUNCIL

Notice is hereby given that the Annual Meeting of Eardisley Group Parish Council will be held on Monday, 19th May 2025 at 7:00pm in Eardisley Village Hall.

****Press & Public are cordially invited to attend****

Councillors are also hereby summoned to attend the next ordinary Parish Council meeting, immediately following the annual meeting at approximately 7:30pm in the same venue.

AGENDA

1. Election of a chairperson and signing of the Declaration of Acceptance of Office form.

2. Election of Vice-Chairman.

3. To remind councillors of their responsibility to review and update their Notices of Registrable Interests ***within 28 days of a change to any Disclosable Pecuniary Interest***.

4. To receive apologies for absence.

5. To receive declarations of interest and written requests for dispensations for this meeting.

6. To elect/affirm appointees to the following roles:
    - Footpath Officers – **Eardisley**, **Winforton** and **Whitney**
    - Tree Warden
    - Millennium Green Representative(s)

7. To review the structure & membership of working groups (Finance, Planning, Highways, Environment and Community Services).

8. To review the asset register and consider any updates required,

9. To consider insurance coverage and policy renewal for 2025-26.

10. To review banking arrangements, including signatories and bank mandates (see Appendix 1 for a list of current Standing Orders, Direct Debits and regular payments).

This concludes annual meeting business; the agenda continues for the ordinary meeting.

11. **Open Discussion**:
    - 11.1. To receive the Ward Councillor's report
    - 11.2. To receive a Police report
    - 11.3. Public Participation Period – up to 15 minutes

Signed: …… Date: ……..
Clerk to the Parish Council

EARDISLEY GROUP PARISH COUNCIL

12. To agree & sign Minutes of the last parish council meeting held on 14th April 2025.

13. **Finance & Compliance**:
    13.1. **Bank Reconciliation** Report: To note the Bank Reconciliation report (April 2025) for approval.
    13.2. **Millennium Green Trust**: To note an adjustment to the donation amount for purchase of a swing.
    13.3. **Donation Request School Crossing Patrol**: Further to an earlier decision to continue supporting this initiative for a further year, to review the donation amount 2025-26.

14. **Planning**: To consider the following planning application:
    14.1. **P242434/K – Work to Trees in a Conservation Area – Land at Lady Gardens, Eardisley HR3 6NQ**: Fell to near ground level of dead tree (ref OAM6) 10-15m/300-450mm. Pollard to 4m of tree (ref OAM5) 15-20m/300-450mm.

15. **Highways**:
    15.1. To consider any updates and agree next steps, if appropriate.

16. **Community & Environment:**
    16.1. **Eardisley Flood Alleviation Project**: to receive an update on status and consider next steps, if applicable.
    16.2. **Defibrillator/CPR Training**: To consider arranging refresher training in Winforton.

17. **Payments Schedule**: *NB: all invoices listed have been examined, verified and certified by the Responsible Financial Officer (RFO):*

    17.1. To verify **payments** made since the last meeting under delegated powers or previously approved:

Ref:	Payee	Description	VAT (£)	Gross Payment (£)
17.1.1	Wickey	MGT Swing Donation	0.00	1,077.02
	(Incl. adjustment	Tax (outside UK)	0.00	161.19)
17.1.2	HMRC	PAYE (Q4/24-25)	0.00	118.51

Signed: …… Date: ……..
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EARDISLEY GROUP PARISH COUNCIL

17.2 To verify the following **bank transfer** made since the last meeting:

Ref:	From A/c	To A/c	Description	Gross Payment (£)
17.2.1	UTB Current A/c	UTB Savings	Internal Transfer	7,000.00

17.3 To consider the following payments for approval:

Ref:	Payee	Description	VAT (£)	Gross Payment (£)
17.3.1	A Morgan	Expenses (Apr 2025)	5.62	85.91
17.3.2	A Morgan	Salary (May 2025)	0.00	As per staff contract
17.3.3	M Davies	Footpaths Maintenance	0.00	20.00

18. To note **Correspondence**.

19. Matters for next Agenda – no discussion.

Agenda Items to the Clerk no later than Friday, 6th June 2025 (clerk@eardisleygroup-pc.gov.uk)

Next Meeting: Monday, 16th June 2025, 7:30pm, Eardisley Village Hall

Signed: …… Date: ……..
Clerk to the Parish Council

EARDISLEY GROUP PARISH COUNCIL

APPENDIX 1 TO AGENDA

STANDING ORDERS & DIRECT DEBIT PAYMENTS TO BE REVIEWED as part of the Annual Meeting of the Parish Council

The following are set up as regular payments made automatically through the Parish Council's current bank account with Unity Trust Bank.

Regular payments are included in monthly bank reconciliations; however, they will not be individually specified on each PC meeting agenda unless there is a change to be noted and verified.

Payee	Description	Amount (£)	Frequency
Lloyds Bank PLC	MultiPay Charge Care Fee	3.00	Monthly
Vodaphone Ltd	Mobile Phone Plan	9.18	Monthly
HMRC	Employer's PAYE	Variable (as advised by Autela Payroll Services)*	Quarterly* verified at meetings
ICO	Information Commissioner's Fee	35.00	Annual
Unity Trust Bank	Service Charge	6.00	Monthly
Microsoft	Office 365	Variable (annual increase)	Annual* verified at meetings

Signed: …… Date: ……..
Clerk to the Parish Council