

GUILSBOROUGH PARISH COUNCIL

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Date of notice: 06/05/2026

Meeting Date: 11/05/2026

NOTICE OF PARISH COUNCIL MEETING

The Councillors of Guilsborough Parish Council ARE HEREBY SUMMONED to attend the Annual Meeting of the Parish Council to be held at **Guilsborough Village Hall, The Green, Guilsborough on Monday 11th May 2026 at 7.15pm** for the purpose of transacting the business as set out in the Agenda of the Meeting.

Under national legislation visual recordings of meetings may also be made by the public and press when they are not lawfully excluded. Your attendance signifies your acceptance that you may be recorded.

AGENDA OF THE ANNUAL MEETING OF THE PARISH COUNCIL – 11th MAY 2026

<u>No.</u>	<u>Item</u>	<u>Paper</u>
1.	Elect a Chair of the Parish Council and receive their signed Declaration of Acceptance of Office	
2.	Elect a Vice-Chair of the Parish Council and receive their signed Declaration of Acceptance of Office	
3.	Meeting Dates – need to agree dates up to the next Annual Meeting.	
4.	Governance Review a) Agree Councillor Responsibilities b) Adopt Standing Orders and Financial Regulations. Consider other policies to be adopted. c) Review Terms of Reference of the Staff Committee. d) Agree the Parish Council's Annual Subscriptions e) Review and agree the bank mandate and direct debits on the Council's bank accounts f) Note continuous insurance cover with Hiscox from 01/10/25 until cancelled g) Note NCALC's membership fees include Internal Audit Service & Data Protection Officer h) Note the following were reviewed in March 2026:- Asset register; Risk and Internal Controls; Procedures regarding the Freedom of Information Act 2000 & the Data Protection Act 1998.	<u>A-C</u>
5.	Public Open Forum Session <i>(Members of the public are invited to address the Council. The session will last for a maximum of 15 minutes with individual contributions lasting a maximum of 3 minutes. Representations shall not require a response at the meeting nor start a debate. The Chair of the meeting may direct that a written or oral response be given).</i>	
6.	Apologies for absence and acceptance of any apologies	
7.	Declarations of Interest on agenda items only <i>(Councillors with either a Disclosable Pecuniary interest or other interest in any of the agenda items then they should declare the interest and withdraw from the debate or meeting as appropriate).</i>	
8.	Resolution to consider written requests for dispensations on agenda items	
9.	Approve the Minutes of the Ordinary Meeting of the Parish Council held on Monday 13th April 2026	<u>D</u>
10.	Matters arising (for information only) • Update from Clerk re Bus Subsidy	

