

STETCHWORTH PARISH COUNCIL

Clerk: Mrs. Karen Peck

Email: clerk@stetchworth-pc.gov.uk

ANNUAL MEETING OF THE PARISH COUNCIL

Notice of Meeting to be held on 1st May 2026 at The Ellesmere Centre (Gredley Room) at 7.30pm (following the conclusion of the Annual Parish Meeting). All members of the Council are hereby summoned to attend a meeting of Stetchworth Parish Council for the purpose of transacting the business as set out below. Members 7 Quorum 3.

Karen Peck

Mrs Karen Peck – Clerk to Stetchworth Parish Council
21st April 2026

010526/1	Election of Chair & Signing of Declaration of Acceptance of Office form.			
010526/2	Election of Vice-Chair & Signing of Declaration of Acceptance of Office form.			
010526/3	To receive & approve apologies for absence.			
010526/4	To Receive Declarations of Pecuniary and non-Pecuniary Interest Councillors to declare any personal and/or pecuniary interest in any item on the agenda and to inform the Chairman if they wish to speak on the matter during the Public Forum.			
010526/5	District & County Councillors' Reports			
010526/6	Open Forum for Public Participation An opportunity for parishioners to address Parish Councillors and for Councillors declaring a prejudicial interest to address the meeting in relation to the business to be transacted.			
010526/7	To Approve the Minutes of the Meeting held on 16th March 2026			
010526/8	Council Business a) To discuss Annual Play Area Inspection Report and works required – if received b) To discuss and approve Ellesmere Centre Summer Show Hire and approve relevant insurances/risk assessments c) To ratify the Parish Council Insurance Renewal for 2026-27 d) To receive and update on the Hockey Proposal e) To discuss and approve the Street Light Maintenance Contract for 26-27			
010526/9	The Ellesmere Centre To receive the latest Ellesmere Centre Report.			
010526/10	Finance To approve bank reconciliation up until 30 th April 2026			
010526/11	Finance - to approve accounts for payment and income up until 21.04.2026:			
(a)	Ref:	Payee/Item – March & April		Total
	(1)	Red Shoes Accounting - payroll		£50.40
	(2)	TBM – Renewal of ESET for 1 year		£67.50
	(3)	CAS – Insurance Renewal		£716.23
	(4)	RH Landscapes – Grass Cutting April		£343.20
	(6)	SSE – Street Light Energy (March Only)		£88.64
	(7)	S& J Accountancy Services – Internal Audit		£90.00
	(8)	Unity Trust – Service Charge		£7.00
	(9)	HMRC, Staffing and Expenses		£1200.22
(b)	To note monies received: - • £158.79 – Unity Trust Bank (Interest)			
(c)	To approve and adopt Standing Orders			
(d)	To approve and adopt Financial Regulations			
(e)	To approve the Standards and Code of Conduct for Members			
(f)	To review and approve the Councils Policies and Procedures, including the adoption of General Power of Competence			
(g)	Internal Audit Report 2025/26 to be accepted and approved			
(h)	AGAR 25/26: External Audit Certificate of Exemption to be approved			
(i)	AGAR 25/26: Annual Governance Statement 2024/25 to be approved			
(j)	AGAR 25/26: Accounting Statements 2024/25 to be approved			
(k)	Appointment of Internal Auditor 2026/27			
010526/12	Planning			
(a)	To receive planning application decisions and tree works:			

	26/00159/FUL 101 High Street, Stetchworth - withdrawn Two storey extension and alterations The Parish Council had no objection to the application.
(b)	<u>To consider planning applications received:</u> None
010526/13	Date of Next Meeting & Matters for Future Consideration Next meeting 9 th July 2026 7pm