

Claybrooke Parva Parish Council

All Councillors are summoned to the **Annual Parish Council Meeting of Claybrooke Parva Parish Council on Wednesday 21st May 2025 at 7.00pm** at the Claybrooke Parva school hall

Agenda

1. **To elect a Chairman and to receive the Chairman's declaration of acceptance of office**
2. **To elect a Vice-Chairman and to receive the Vice-Chairman's declaration of acceptance of office.**
3. **Members Present**
4. **To receive any apologies**
5. **To approve as accurate the Minutes of last meeting on 15th May 2024**
6. **Finance**
 - To review and approve the Asset Register 2025/26
 - To review and approve the annual insurance cover
7. **To Review and approve the Code of Conduct/ Financial Regulations/ Standing Orders/Risk Assessment and other Policies for 2025/26**
8. **To receive and note the Outside Bodies' Reports from:**
 - the Marc Smith Charity
 - the Alderman Newton Charity
 - Joint Burial Committee
13. **To elect Parish Council representatives to the following Outside Bodies**
 - Joint Burial Committee
 - March Smith Charity
 - Alderman Newton charity
14. **To receive the dates for Council meetings and Annual Parish Council meeting for 2025/26**

Signed by Patricia Nunn - Parish Clerk/RFO 14.5.25