

Owmbly By Spital Parish Council

c/o 11 Highgate Lane, Normanby by Spital LN8 2HQ

Tel: 07766 396061

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NOTICE IS HEREBY GIVEN and Members are summoned to attend a meeting of the Parish Council to be held in St Peters and St Pauls Church Owmbly by Spital on Tuesday 13 May at 7.30 p.m. at which the under mentioned business will be transacted

There will be a public forum for a maximum of 15 minutes when members of the public may ask questions or make short statements to the Committee.

Julie Haycraft Parish Clerk

A G E N D A

1. Election of Chairman and sign the declaration of acceptance of office.
2. Election of Vice Chairman and sign the declaration of acceptance of office.
3. Chairman's welcome and opening remarks
4. To receive reports from County & District Councillors & Police, if present
5. Apologies for Absence - To receive and accept apologies where valid reasons for absence have been given to the Parish Clerk prior to the meeting.
6. To receive declarations of interest under the Localism Act 2011 – being any pecuniary interest in agenda items not previously recorded on Members' Register of Interests and any written requests for dispensation
7. To approve as a correct record the notes of following meetings of the Parish Council and to authorise the Chairman to sign the official minutes
 - a. Meeting held on 11 March 2025
8. CPC Update
 - a. Accounts Update
 - b. Health and Safety Update
 - c. Grant Update
9. Cemetery update
10. Neighbourhood Plan
 - a. Update
 - b. Terms of Reference
 - c. Parish Councils Agreement and Commitment
11. Concerns – Dogs loose.
12. Policies –
 - a. Cemetery Rules – Amended as per document control – Resolve to accept
 - b. Safeguarding policy – Review (no changes)
 - c. Volunteer Policy – Review (no changes)
 - d. Vexatious Complaints Policy – Resolve to accept
 - e. Data Breach Policy – Resolve to accept (no changes)
 - f. Data Protection Policy – Resolve to accept (no changes)
 - g. Subject Access Request Policy – Resolve to accept (no changes)
 - h. Risk Management Policy – Review (no changes)
 - i. Social Media Policy – Review (no changes)

- j. IT Policy - – introduced in line with JPAG\SLCC Recommendations

13. Finance Matters

- To approve and sign the Council's Annual Governance Statement for the 2024/2025 Annual Return for the financial year ended 31.3.25 prior to submission for external audit.
- To approve and sign the Council's Annual Accounting Statements for the 2024/2025 Annual Return for the financial year ended 31.3.25 prior to submission for external audit.
- To agree the schedule of payments delegated to the clerk for the year 2025/2026.
- To approve payments as shown in the Bank Rec

**Bank Rec for
Mar 2025** (Prepared 28/04/2025)

					Current	Reserve	Total
31/03/2024				cf	£1,777.74	£2,572.76	£4,350.50

Receipts

	Ashes Plots 167a and 167b	400.00					
	Precept	11,365.00					
	VAT Refund	1,436.39					
	Total	£13,201.39			£14,979.13	£2,572.76	£17,551.89

Expenditure

SLCC	Membership	55.00					
PCC	Church Hire	210.00					
J Haycraft	Payroll	267.60					
HMRC	PAYE	193.20					
NPC	Half Share of Cemetery Income	200.00					
Unity	Service Charge	6.00					
CloudNext	Domain	60.00					
Saferoad	Printing	22.14					
Cleggs	Payroll Admin	25.20					
Williams	Grass - March	900.00					
J Haycraft	Payroll April	£267.60					
Unity	Service Charge	£6.00					
	Total	£2,212.74	bf		£12,766.39	£2,572.76	£15,339.15

Payments Pending Action

WLDC	Defib	110.00
WLDC	Cemetery Rates	212.08
Total		£322.08

cf	£12,444.31	£2,572.76	£15,017.07
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14. Next scheduled meeting

a. July 15th