

Normanby By Spital Parish Council

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

Tel: 07766 396061

Published 05/05/2026

NOTICE IS HEREBY GIVEN and Members are summoned to attend a meeting of the Parish Council to be held in **St Peter and St Pauls Church Owmbly by Spital** on Monday 11 May 2026 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 Council. Items not on the agenda will not be debated, but if appropriate will become an agenda item at the next appropriate meeting.

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. Co-option of New Councillor
7. 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
8. 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 02 March 2026
9. CPC Update
 - a. Accounts Update
 - b. Health and Safety Update
 - c. Project Plan
 - d. Grant Update
 - e. Approval of Spend for Volunteer Day on 24th June
10. Policies –
 - a. Cemetery Rules – Resolve to accept (no changes)
 - b. Vexatious Requests and Complaints – Resolve to accept (no changes)
 - c. Safeguarding Policy – Resolve to accept (no changes)
 - d. Data Breach Policy – Resolve to accept (no changes)
 - e. Data Protection Policy– Resolve to accept (no changes)
 - f. Subject Access Request Policy – Resolve to accept (no changes)
 - g. IT Policy – introduced in line with JPAG\SLCC Recommendations
11. Signpost Magazine
12. Finance Matters

- a. Donation to the CPC from the Community Engagement budget.
- b. To approve and sign the Council's Annual Governance Statement for the 2025/2026 Annual Return for the financial year ended 31/03/26 prior to submission for external audit.
- c. To approve and sign the Council's Annual Accounting Statements for the 2025/2026 Annual Return for the financial year ended 31/03/26 prior to submission for external audit.
- d. To agree the schedule of payments delegated to the clerk for the year 2025/2026.
- e. To approve payments as shown in the Bank Rec.

Bank Rec for Meeting May 2026

05/05/2026

Year End Balance cf £7,187.72

Receipts

Precept	WLDC	10,075.00
Vat Reclaim	HMRC	157.68
	Total	£10,232.68

bf £17,420.40

Expenditure

Pay April	J Haycraft	£275.80
Service Charge April	Unity	£7.00
	Total	£282.80

bf £17,137.60

Payments Pending Action

Printing	Saferoad	9.37
Defib Maint	WLDC	114
Membership	SLCC	58
Insurance	Zurich	179.73
March Grass	OPC	268
Payroll Admin Jan - Mar	Cleggs	28.8
April Grass	OPC	268
Half Share Cemetery Rates	OPC	104.97
	Total	£1,030.87

Overall Total Exp £1,313.67

cf £16,106.73

Vat Reclaim to date

£25.36

13. Forthcoming meetings

6th July

7th Sept