

Warkton Parish Council



Chair: Cllr Michelle Cullinane
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Date: 11th May 2025

To: All Parish Councillors

From: Cllr Michelle Cullinane, Chair of Warkton Parish

Dear Councillors,

You are hereby summoned to attend the meetings of: Warkton Annual Parish Council meeting, Warkton Full Parish Council Meeting, commencing with Warkton Annual Parish meeting (meeting for parishioners). These are to be held on **Tuesday 20th May 2025 at 7.00pm** at St Edmund's Church, Warren Room, Warkton, Kettering NN16 9XH when the under mentioned business will be transacted.

AGENDA

Annual Parish Meeting

- 25/013 Welcome from Chair.**
- 25/014 Apologies:** *To receive and approve apologies for absence.*
- 25/015 Parish Council Chair Report.**
- 25/016 Parish Council Finance Report.**
- 25/017 Annual Reports and updates from Village Groups**
 - *Warkton Village Hall – Richard McCormick*
 - *St Edmunds Church*
 - *Jubilee Orchard*
 - *Transport Focus Group*
 - *Neighbourhood Watch*
- 25/018 Questions from the floor.**

AGENDA

Annual Parish Council Meeting

- 25/019 Election of Chair.
- 25/020 Present 'Declaration Acceptance of Office' form for signature.
- 25/021 To receive and approve apologies for absence.
- 25/022 Election of Vice Chair.
- 25/023 Adoption of Policies.
- 25/024 **AGAR 2024/25 Certificate of Exemption:** *Council to certify themselves as exempt from external audit and approve and sign the certificate of exemption form for submission to PKF Littlejohn.*
- 25/025 **Annual Internal Audit Report 2024/25 Audit:** *To receive and note the annual internal audit report.*
- 25/026 **Section 1 – Annual Governance Statement 2024/25 Agar:** *To approve and sign the annual governance statement form for submission to PKF Littlejohn.*
- 25/027 **Section 2 – Accounting Statements 2024/25 for Year End:** *To approve and sign the annual accounting statement for submission to PKF Littlejohn.*
- 25/028 **Meetings:** *To set meeting dates for the year June 2025 – May 2026*
August 2025
November 2025
January 2026
May 2026 AGM / APM / Full Meeting

AGENDA

Full Parish Council Meeting

- 25/029 **Apologies:** *To receive and approve apologies for absence.*
- 25/030 **Public address to the council:** *Members of the public are invited to address the council. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representation through the chairman of the meeting. Actions/decisions can only be made for items listed on the agenda.*
- 25/031 **Minutes:** *To receive and approve for signature the minutes of the meeting Friday 17th January 2025.*
- 25/032 **Declarations of Interest**
- 25/033 **Actions Outstanding:** *To receive reports on actions outstanding and actions arising.*
- 25/034 **Correspondence:** *To receive correspondence.*
- 25/035 **Planning:** *To receive any new applications and actions arising.*
- 25/036 **Parish Council Co-option**
- 25/037 **Payments:** *To note payments made since last meeting and to approve forthcoming payments.*
- 25/038 **Bank Balance:** *To receive and approve balance at bank and reconciliation.*
- 25/039 **Next Agenda:** *To request items for inclusion on the agenda for the next meeting.*

Signed: *Michelle Cullinane*

Date: 11th May 2024