



BAGNALL PARISH COUNCIL

Annual Parish Meeting

Tuesday 13th May 2025 commencing at 1900hrs

**The meeting will be held at Stafford Arms, Bagnall,
ST9 9JR**

**It is prohibited by Law to bring any alcohol into a room at any time where a
Parish
Council meeting is in progress, any person doing so will be asked to leave
immediately.**

Dear Councillor

You are summoned to a meeting at the above location, at the time shown.

Yours faithfully

Signed

Penny Dabell

Interim Clerk to the Council

Before the meeting there will be a public session to enable the people of Bagnall to ask questions of, and make comments, regarding the Parish Council. Questions not answered at this meeting will be answered in writing to the person asking the question or may appear as an agenda item for the next meeting. Members of the public are asked to restrict their comments, and/or questions to three minutes.

Photographing, recording, broadcasting, or transmitting the proceedings of a meeting by any means is permitted. A person may not orally report or comment about a meeting as it takes place if s/he is present at the meeting of a parish council or of its committees but otherwise may: -Film, photograph or make an audio recording of a meeting.

-Use any other means for enabling persons not present to see or hear proceedings at a meeting of a parish council as it takes place or later.

-Report or comment on the proceedings in writing during or after a meeting or orally report or comment after the meeting.

However, anyone wishing to do so must speak to the clerk prior to the meeting as there is a policy which must be followed. Any person who may find difficulty in access to the meeting through disability is asked to advise the clerk email at least 24 hours before the meeting so that every effort may be made to provide access.

Agenda

- AMC/25/070 Public Participation.
- AMC/25/071 Election of the Chair of the Council.
- AMC/25/072 Election of the Vice Chair of the Council.
- AMC/25/073 Acceptance of Office.
- AMC/25/074 Apologies.
- AMC/25/075 Declarations of interest and dispensation – Councillors must declare any personal or prejudicial interests in items on the agenda and their nature and leave the room for the relevant item.
- AMC/25/076 Register of interest – Councillors are reminded of the need to maintain their register of interest.
- AMC/25/077 Matters arising from previous meeting.
- AMC/25/078 To consider minutes for accuracy and approve minutes of previous Council meetings:
- Full Council Meeting Tuesday 8th April 2025
- AMC/25/079 To receive a report from the police (if available).
- AMC/25/080 To receive a report from:
- a) Staffordshire Moorlands Councillor (if available).
 - b) County Councillor (if available).
- AMC/25/081 Clerks Report.
- a) Meeting Locations
 - b) Recruitment of new Clerk
- AMC/25/082 Accounts/Finance: to consider/approve.
- a) To approve April 25 Bank Reconciliation.
 - b) To approve Aprils Payment List.
 - c) To approve Bank Signatories.
 - d) To approve online payments. – agree for one signature or two going forward
 - e) To approve Annual Governance Statement.

- f) To approve Annual Accounting Statement.
- g) To approve Certificate of Exemption.
- h) To appoint J Podmore for Internal Audit 2025/26.

AMC/25/083 To consider Planning Applications received

AMC/25/084 Footpaths.

AMC/25/085 Report from Bagnall Parish Council Chairman

- a) Councillor individual roles and responsibilities.

AMC/25/086 To review and approve the following policies.

- a) Code of Conduct.
- b) Standing Orders
- c) Financial Regulations
- d) Risk Assessment

Confidential Items to be discussed at the end of the meeting if Public and Press are present.

AMC/25/087 To review insurance quotes and schedules and decide on a company.

AMC/25/088 To approve the Clerks Contract of Employment.

AMC/25/089 Items for the next Agenda

AMC/25/090 To confirm Date, Time and Location of next meeting.