Pinvin Parish Council
Clerk: Lisa Cope, Telephone: 07773793185, Email: clerk@pinvin.org.uk

PINVIN PARISH COUNCIL

You are duly required to attend the Annual Meeting of the Parish Council to be held on Tuesday 12th May 2026 at Pinvin Memorial Hall at 7:30pm

AGENDA

1. **Apologies.** To receive apologies and to approve the reason for absence.

2. **Election of Chairman**
   a) Appoint Chair and signing of Declaration of Office as Chair
   b) Appoint Vice-Chair

3. **Declarations of Interest:**
   a. Register of Interest. Councillors are reminded of the need to update their register of interests.
   b. To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
   c. To declare any Other Disclosable Interests in items on the agenda and their nature.
   d. Written requests for the council to grant a dispensation (S33 of the Localism Act 2011) are to be with the clerk at least four clear days prior to a meeting.

Democratic Period / Public Time
Residents are invited to give their views and question the Parish Council on issues on this agenda or raise issues for future consideration. Members of the public may not take part in the Parish Council meeting.

4. **To note and approve Financial Regulations, Scheme of Delegation, Standing Orders, Code of Conduct, Risk Assessment, Asset Register and Insurance requirements.**

5. **To appoint members to the following committees:**
   a) Staffing committee
   b) Allotment committee
   c) Finance committee

6. **To appoint individual councillors to the following roles:**
   a) Lengthsman liaison
   b) Grasscutting liaison

7. **To approve the minutes of the previous Annual Parish Council meeting held on Tuesday 13th May 2025 and the Ordinary Meeting held on Tuesday 21st April 2026**

8. **Finance**
   a) Current Bank Balances
      i) Proposal to consider and approve Parish insurance provision for the period June 1st 2026-31st May 2027.
      ii) To approve the list of payments and receipts for the period of 21st April to 10th May 2026

   b) To consider the Annual Accounts & Annual Governance and Accountability Return Part 3: from April 1st 2025 to 31st March 2026
      (i)To Approve the Annual Audited Accounts from April 1st, 2025 to 31st, March 2026 as Audited by Internal Auditor Mrs Nicola Archer

      (ii) Proposal to consider Section 1: Annual governance statement 2025/26

      (iii) Proposal to consider Section 2: Accounting statements 2025/26

(v) To consider the period of dates for the Exercise of Public Rights 2025/26

9. Projects

- Community Orchard- Cllr. O'Dell update.
- Pinvin Art & Craft Group- Cllr. O'Dell update
- Allotments- Cllr Coates update

10 Lengthsman- To update on any works to be completed

11 Playing Fields To consider a request from the Memorial Hall to committee to manage the field bookings

12 Pinvin Memorial Hall - Update on hall/changing rooms project

13 Planning- To consider any new planning applications

14 Reports District & County Councillors

15 Correspondence- To consider any received.

16. **Date of next meeting** – To confirm the next meeting date as Tuesday 9th June 2026

Lisa Cope,
Clerk to the Parish Council