BRINKLEY PARISH COUNCIL ANNUAL MEETING
TO BE HELD at Brinkley Memorial Hall on Monday 19th May 2025
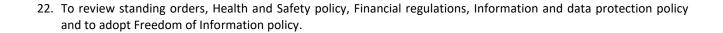## AT 7.30pm

To Members of the Council:

I hereby give notice that the annual meeting of Brinkley Parish Council will be held at Brinkley Memorial Hall, High Street, Brinkley, CB8 0SF at 7.30PM on Monday 19th May 2025

COUNCILLORS SUMMONS TO MEETING, PRESS AND PUBLIC INVITATION TO ATTEND

Hayley Livermore,
Clerk to the Parish Council
12th May 2025

AGENDA

1. Election of chair

2. PUBLIC FORUM (15 MINUTES) (Members of the public may, before the start of the meeting, make a statement or ask a question of not more than three minutes duration).

3. Apologies for absence

4. Declarations of interest to items on the agenda

5. Election of Vice-chair

6. Approve minutes of meeting held 31st March 2025

7. District councillor report

8. County councillor report

9. Planning since the last meeting including Countryside Burials Ltd Brinkley Woodland Cemetery Balsham Road Brinkley Newmarket 25/00263/FUL

10. Bank and savings account changes

11. Maintenance work (phone box, notice board, gates and village sign)

12. Councillor recruitment
13. Community engagement
14. Tree protection for Brinkley Wood, Hay Wood, Ladies Grove

15. To confirm Insurance renewal
16. To confirm Capalc subscription and SLCC for clerk
17. To receive the internal auditors report
18. To accept the end of year 24-25 bank accounts
19. To declare the parish council exempt from external audit for 24-25
20. To approve the annual governance statement for 24-25
21. To approve the accounting statement for 24-25

22. To review standing orders, Health and Safety policy, Financial regulations, Information and data protection policy and to adopt Freedom of Information policy.

23. Finance:
    i.   Cheques for signature
    ii.   Cheques since the last meeting
    iii.   S137 spending 24-25
    iv.   Annual donations

24. Parish matters:

    i.   Allotments
    ii.   Play area

DATE OF NEXT MEETING: 21st July 2025

Members of the public are very welcome to attend the meetings of the Parish Council, but they will not be permitted to speak once the meeting has officially commenced from item 3 on the agenda.