

Cranham Parish Council

Mrs Tracy Slator

Locum Clerk to Cranham Parish Council - Email: cranhampc@gmail.com

NOTICE OF THE ANNUAL PARISH COUNCIL MEETING

Dear Councillor /Resident

I hereby give notice of a Council Meeting that will be held in the **Cranham Village Hall on Tuesday 6th May 2025 at 7.35 pm**

All Residents of the Parish are welcome to attend and Members of the Council are hereby summoned to attend for the business of considering and resolving upon the matters as set out below.

Public Questions To receive Public Questions (15 minutes maximum between 7.35 pm and 7.50 pm).

Dated: 28th April 2025
Tracy Slator
Locum Clerk to the Council

AGENDA

1. **Election of Chairman.**
2. **Election of Vice Chairman.**
3. **To appoint Chairman of Committees and Sub-Committees:**
 - a) **Playing Field Committee**
 - b) **Allotment working group**
 - c) **Speedwatch working group**
4. **Apologies (To receive apologies for absence).**
5. **Declaration of Interest** (Members are requested to declare any interest they may have in the business set out on the Agenda to which the approved Code of Practice appears).
6. **Approval of the Minutes from the Parish Council Meeting held on Tuesday 4th March 2025.**
7. **Planning matters requiring decisions:** Items received with a minimum of 48 hours notice prior to the meeting date.
8. **To approve the Parish Council criteria for annual grant applicants and agree on the standard response sent to applicants.**
9. **To adopt the Code of Conduct document circulated prior to the meeting.**
10. **To approve the appointment of Mr Jeremy Strickland as Voluntary Allotment Manager**
11. **To discuss an action plan for the Playing Field and Playground in 2025.**
 - a) **To approve an initial amount for basic repair materials such as sand.**
12. **To discuss the GAPTC devolution survey and finalise the Parish Council response for submission.**
13. **Finance:**
 - a) **Review of Mandate Signatories – removal and addition.**
 - b) **Review of Direct Debits**
 - c) **Future authorisation to change the Banking correspondence address (reflecting the foreseen pending change in Locum Clerk home address).**
14. **Accounts:**
 - a) **To approve the Accounts for Payment as per the list circulated prior to the meeting.**
 - b) **To complete the Annual Governance Statement for the year ended 31st March 2025.**
 - c) **To adopt the Accounts for the year ended 31st March 2025.**
 - d) **To agree the Certificate of Exemption and Self Certify.**
 - e) **To Note the dates of the Exercise of Public Rights 3rd June - 14th July 2025.**
15. **Date of the next meeting – Tuesday 1st July at 7pm in the Cranham Village Hall.**