



GREAT GLEN PARISH COUNCIL

Glendale House, 1 Church Road, Great Glen, Leicestershire LE8 9FE

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Parish Manager - Joanne Adkins

NOTICE OF PARISH COUNCIL ANNUAL MEETING

ANNUAL MEETING OF THE PARISH COUNCIL TO BE HELD TUESDAY 13TH MAY 2025, PARISH OFFICE, 7PM

ALL GREAT GLEN PARISH COUNCILLORS ARE SUMMONED: Cllr Andrews, Cllr Barnett, Cllr Fox, Cllr Gascoigne, Cllr Hawes, Cllr Kelly, Cllr Mackay, Cllr Parrott, Cllr Mrs Scott, Cllr Scott

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND

AGENDA

1. **Election of Chair and Signing of Declaration of Acceptance of Office**
2. **Election of Vice-Chair and Signing of Declaration of Acceptance of Office**
3. **Public Recess**
4. **Apologies for Absence**
5. **Declaration of Interests, both personal and prejudicial**
6. **Minutes of Previous Meetings**
 - a) **To approve and sign the Minutes of the Full Parish Council Meeting of Tuesday 11th March 2025**
 - b) **To approve and sign the Minutes of the Full Parish Council Meeting of Tuesday 8th April 2025**
7. **Election of Committee Representatives**
 - a) **Finance Subcommittee** currently Cllr Andrews, Cllr Gascoigne, Cllr Mackay, Cllr Parrott, Cllr Mrs Scott, Cllr Scott
 - b) **Appeals Panel** currently Cllr Andrews
 - c) **Staffing Committee** currently Cllr Gascoigne, Cllr Hawes, Cllr Parrott, Cllr Mrs Scott, Cllr Scott
 - d) **Community Liaison Councillor** currently Cllr Hawes
8. **Election of External Representatives**
 - a) **Police Liaison** currently Cllr Gascoigne, Cllr Mrs Scott, Cllr Scott
9. **Review of and Adoption of Terms of Reference**
 - a) **Finance Subcommittee**
 - b) **Staffing Committee**
10. **Appointment of New Committees**
11. **Items to be Deferred (date to be confirmed)**
 - a) **Review and Adoption of Standing Orders (New Model Standing Orders 2025)**
 - b) **Review and Adoption of Financial Regulations**
 - c) **Review of Policies**
 - d) **Review of Asset Register**
 - e) **Review of Insurance**
12. **Reports**
 - a) **Leicestershire County Councillor** (5 minutes)
 - b) **Harborough District Councillor** (5 minutes)
 - c) **Flood Committee** (10 minutes)
 - d) **Sports Clubs Representatives** (5 minutes)
 - e) **Community Liaison Councillor** (5 minutes)

13. **Financial Matters (public domain)**
 - a) **Income and Expenditure Summary for approval, as circulated to 31st March 2025**
 - b) **Bank Reconciliation as circulated to 31st March 2025**
 - c) **Income and Expenditure Account for approval, as circulated to 30th April 2025**
 - d) **Bank Reconciliation as circulated to 30th April 2025**
14. **Committee Reports**
 - a) **Finance Committee**
15. **Planning**
16. **Chair's Report**
17. **Parish Manager's Report**
18. **Correspondence Received** for information and/or action
19. **Date and Time of Next Meeting**

Joanne Adkins, Parish Manager
8th May 2025