



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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### Notice of the 131<sup>st</sup> Annual Meeting of the Parish Council

The Annual Meeting of the Parish Council will be held at **7:30 pm** on **Monday 12<sup>th</sup> May 2025** in the Chelveston Village Hall. All Parish Councillors are hereby summoned to attend the meeting. Members of the public and press are invited to attend and may inspect the papers for the meeting on the [Parish Website](#).

Members of the public and press may record the Council meetings, but are reminded they may not do so in a way that would disrupt the meeting (e.g. no live audio commentary).

#### Agenda for meeting M2505

- 25-01 Election of a Chair for 2025-26.
- 25-02 Apologies for absence.
- 25-03 Declarations of interest and requests for dispensation grants.
- 25-04 Election of a Vice-Chair for 2025-26
- 25-05 To agree absent Councillors can submit their Acceptance of Office forms before the next meeting.
- 25-06 To allow the public to speak on any agenda item (*maximum 15 minutes total*).
- 25-07 To approve the Minutes of the meeting of the Parish Council M2504 held on 14<sup>th</sup> April 2025
- 25-08 To receive reports from the North Northamptonshire Council (NNC) ward Councillors.
- 25-09 Notification of any executive actions by the Clerk (under SO26) since the last meeting.
- 25-10 Chair's announcements.
  
- 25-11 To consider and agree planning & licensing matters:
  - a. [NE/25/00398/OHL](#) - Notice of intention / application of exemption for transformer upgrades, field to rear of 31-35 Water Lane, Chelveston.
  - b. Update on any previously considered application.
- 25-12 To approve financial transactions relating to:
  - a. UTB (monthly card fee, service charge, payments), Mowerman (Grass cutting), nBS (St Lt Power – final), Ecotricity (St Lt Power), Clear Insurance Management (Insurance), WT Drage & Sons (305<sup>th</sup> BG(H) memorial works).
  - b. Monthly bank reconciliation (*Cllr Harwood*).
  
- 25-13 To consider and agree the annual NDP monitoring report for 2024-25.
- 25-14 To note any matters arising from the Annual Parish Assembly 2025.
- 25-15 To consider and agree appointments to outside bodies, charities and roles.
- 25-16 To appoint any committees, sub-committees and working parties.
- 25-17 To review the Council's Standing Orders, Financial Regulations, and Scheme of Delegation to the Clerk .
- 25-18 To review the arrangements (including legal agreements) with other local authorities, not-for-profit bodies and businesses.
- 25-19 To adopt the General Power of Competence until the next ordinary elections.
- 25-20 To review the inventory of land and other assets including buildings and office equipment.
- 25-21 To consider and agree the arrangements for insurance cover in respect of all insurable risks.
- 25-22 To review the Council's grant expenditure in 2024-25 under the General Power of Competence.
- 25-23 To consider and agree the Annual Internal Audit Report for FY24-25.
- 25-24 To consider and agree to the Annual Governance Statement for FY24-25
- 25-25 To consider and agree to the Accounting Statements for FY24-25
- 25-26 To consider and agree responses to consultations.
- 25-27 To consider and agree requests for visits, training and courses.
- 25-28 Clerk and Councillors' reports (*for information only*).

Issued on 5<sup>th</sup> May 2025

**Mark Hunter**  
Clerk to the Parish Council