



1st May 2025

Councillors, you are hereby summoned to attend the Annual Meeting of Odell Parish Council on **Wednesday, 7th May 2025** following on immediately from the Annual Parish Meeting for the Electors of Odell which starts at 7:30pm in Odell Village Hall.

Councillors are asked to notify the Clerk of any matters they wish to raise at the meeting in order that a supplementary agenda can be issued if appropriate. Please send apologies prior to the meeting to Mrs D Robins, Clerk.

Members of the public welcome!

Signed: D Robins, Clerk

AGENDA

- 1 **Election of Chairman**
To elect Chairman for the ensuing year
 - 2 **Election of Vice-Chairman**
To elect Vice-Chairman for the ensuing year
 - 3 **Co-option of New Member**
One expression of interest from John Ricketts
 - 4 **Apologies**
 - 5 **Appointment of Councillor Responsibilities and Representatives**
 - Highways
 - Footpaths and ROWs
 - Playground
 - Planning
 - Village Hall
 - Environment
 - 6 **To review internal controls, procedures and policies and confirm Eligibility for GPC**
 - 7 **Proposed Meeting Dates for 2025/2026**
- Public Participation**
[At this point in the meeting, members of the public may, at the discretion of the Chairman, address the Council, ask questions of the Council or request items to be included for the next Agenda for consideration.]
- 8 **Disclosures of Interests**
Members are invited to declare any personal or prejudicial interests they may have in any items on the agenda for this meeting in accordance with the Council's Code of Conduct for Members.
 - 9 **Minutes**
To consider approving the Minutes of the Parish Council Meeting held on Wednesday, 5th March 2025 (Copies previously circulated)

- 10 **Matters Arising from Minutes**
 1. Item 9.1 re: Request from residents to purchase strip of land adjacent to village hall
- 11 **Reports**
 1. Borough Councillor Field-Foster
 2. Odell Village Hall – tree works
 3. Crime Statistics
- 12 **Portfolio Reports/Updates**
 1. Highways
 2. Footpaths/ROW
 3. Playground
 4. Environment
 5. Planning
 6. NPIG (NP Implementation Group)
 7. Fete Field & Land at High Street Update
- 13 **Byway Open to All Traffic No.42 Modification - update**
- 14 **Finance**
 1. To approve invoices for payment and to note any income
 2. To receive information regarding the current financial statement
 3. To approve Year End Accounts 2024/2025 including Internal Audit review
 4. To approve the Parish Council's exemption from limited assurance review, if applicable – N/A
 5. To approve Annual Governance Statement for 2024/2025
 6. To approve Accounting Statements for 2024/2025
 7. To review insurance arrangements
 8. To review memberships to professional bodies
 9. To approve arrangements for Play Area annual inspection
 10. To approve balance of Parish Field account to current account
- 15 **Matters Arising from Correspondence/AOB**
 1. Scaffolding on Horsefair Lane
 2. Rural Bulky Waste Collection – Saturday, 21st June 2025 on the Village Green by The Bell at 12:15-1:15pm
 3. Parish & Town Council Network – next meeting on 10th July 2025
 4. CPRE Newsletter
- 16 **Date of Next Meeting**
 The Annual Parish Meeting for the Electors of Odell followed immediately by the Annual Parish Council Meeting to be held on Wednesday, 7th May 2025 from 7:30pm in Odell Village Hall
- 17 **Clerk's Annual Salary Review**
 [Under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), press and public are excluded from this item of the agenda.]

Please note: Minutes are available on our website or by request from the Clerk. This agenda is correct at time of publishing but may be subject to change. Please check our website for any amendments or updates on: www.odell-pc.gov.uk