



30th April 2026

Councillors, you are hereby summoned to attend the Annual Meeting of Odell Parish Council on **Wednesday, 6th May 2026** 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 **Apologies**
- 4 **Appointment of Councillor Responsibilities and Representatives**
 - Highways
 - Footpaths and ROWs
 - Playground
 - Planning
 - Village Hall
 - Environment
- 5 **To review internal controls, procedures and policies and confirm Eligibility for GPC, if applicable**
- 6 **Proposed Meeting Dates for 2026/2027**
1st July, 7th or 10th September, 4th November 2026
6th January, 3rd March, 5th May 2027

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.]

- 7 **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.
- 8 **Minutes**
To consider approving the Minutes of the Parish Council Meeting held on Wednesday, 4th March 2026 (Copies previously circulated)

9 **Matters Arising from Minutes**

1. Item 4.1 re: Update on gate latch adjustment required at play area

10 **Reports**

1. Borough Councillor Field-Foster
2. Odell Village Hall
3. Crime Statistics

11 **Portfolio Reports/Updates**

1. Highways
 - Proposed development at Odell Road – traffic speed/volume concerns. To consider letter to BBC Highways
2. Footpaths/ROW
 - BW31 (Mill Race Bridge) update
3. Playground
4. Environment
5. Planning
 - 26/00349/LDE Certificate to confirm lawful use for open storage, repair, maintenance, refurbishment and sale of construction site portacabin offices, modular buildings and amenity blocks in Grange Farm, Dungee Road, Odell - **object**
 - 26/00736/PIP Permission in principle for the erection of one self-build dwelling at land at 117 Odell Road, Odell – **no objection**
6. Fete Field & Land at High Street Update
 - Letter to Fete Field donors
 - Fete storage

12 **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 2025/2026 including Internal Audit review
4. To approve the Parish Council's exemption from limited assurance review, if applicable
5. To approve Annual Governance Statement for 2025/2026
6. To approve Accounting Statements for 2024/2025
7. To confirm insurance arrangements
8. To review memberships to professional bodies
9. To approve grass cutting contract for 2026-2029
10. To approve purchase of replacement printer and subscription for ink cartridges

13 **Matters Arising from Correspondence/AOB**

14 **Date of Next Meeting**

Wednesday, 1st July 2026 at 7:30pm in Odell Village Hall [tbc]

15 **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