

Date: 13 May 2026

To: Tibshelf Parish Councillors

You are summoned to attend the Annual Meeting of Tibshelf Parish Council to be held at 7.00pm on Tuesday 19 May 2026 in Tibshelf Village Hall.

Kath Gruber

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Locum Parish Clerk to the Council (theclerk@tibshelfparishcouncil.gov.uk)

AGENDA FOR THE ANNUAL MEETING OF TIBSHELF PARISH COUNCIL TO BE HELD TUESDAY 19TH MAY 2026

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

- 1. To elect a Chair for the forthcoming year**
- 2. To elect a Vice-chair for the forthcoming year**
- 3. To receive and note apologies from Councillors not able to attend.**
- 4. To consider reasons for absence provided by Councillors who cannot attend and resolve the Council's acceptance.**
- 5. Variations of order of business.**
- 6. Declaration of Members Interests**
- 7. Requests for Dispensations**
To receive and, if appropriate, approve.
- 8. To request any dispensations for the year.**
- 9. Confidential items**
To determine which items on the agenda, if any, should be taken with the public excluded.
- 10. Public Speaking**
A period of not more than fifteen minutes will be made available for members of the public and Members of the Council to comment on any matter.

If a Police Officer or County or District Councillor is in attendance, they will be given opportunity to raise any relevant matter. Members of the Parish Council will however restrict Police matters they raise to those relating to their Council Ward.
- 11. Chairs announcements**

12. **To approve the attached draft minutes of the meeting of the Full Council meeting held on 21 April 2026.**
13. **To review and approve the Standing orders**
14. **To review and approve the Financial Regulations**
15. **To review and approve the attached Council Scheme of Delegation.**
16. **To approve the Council meets the eligibility criteria set out in the Localism Act 2011 and the Parish Council (General Power of Competence) (prescribed conditions) Order 2012 readopting the General Power of Competence.**
17. **Finance**
 - a) To receive and accept the attached Internal Auditor's report for 25-26.
 - b) To approve the attached Council's 2025-26 governance statement.
 - c) To approve the attached Council's 2025-26 accounts.
 - d) To note the period of the Exercise of Public Rights is Monday 3rd June 2025 ending on Monday 14th July 2025.
 - e) To approve the attached Receipts and Payments reports for April 2026.
 - f) To note the attached Bank Reconciliation report for April 2026.
 - g) To note the attached Income and Expenditure report for April 2026.
 - h) To note the attached balance sheet for April 2026.
 - i) To approve the attached Regular Payments List for 2026 -27.
 - j) To approve and nominate a Councillor to undertake a quarterly finance check.
 - k) To approve the annual insurance premium to Ecclesiastical Insurers – if quote has arrived in time - **renews 20/06/26** – last year of a 3-year contract via Clear Councils.
18. **Project and Communications Officer's report**
19. **Correspondence received:**
 - a) To consider a request from an Independent Usborne Partner to use the Shetland Rd Sports Field on Friday 29th May 2026 from 10am to 3pm for a book hunt.
20. **To consider recent Planning applications (none as at 11/5/26).**
21. **To review and agree terms of reference including delegated arrangements for Committees, Sub-committees and working groups for the forthcoming year – existing terms of reference attached.**
22. **To appoint membership of Committees.**
23. **To agree a calendar of meetings for the forthcoming year – draft schedule attached.**
24. **To note the Village Hall Management Committee Meeting minutes of the 14th April 2026**
25. **To note the Events Committee Meeting minutes of the 14th April 2026**
26. **To note the attached Resources Committee Meeting minutes of the 21st April 2026 and approve the following recommendation:**

It was moved by Cllr Beckett, seconded by Cllr Gilbody, and RESOLVED unanimously to recommend to Full Council to increase the Football Club annual rent fee to £1250.00.

- 27. To consider a request from the newly appointed Clerk for 2 new computer screens including installation at a cost of £269.61 excl VAT.**
- 28. To consider sending a letter to BDC re planned social housing on the High Street – tabled by Cllr Beckett.**
- 29. To consider sending a letter to Roadchef regarding joint initiatives around litter – tabled by Cllr Varney.**
- 30. To consider the implications of Lamppost Testing Report and Christmas Decorations/Floral Display Licence Applications – verbal update Locum Clerk.**
- 31. Councillor Reports.**
- 32. Confidential items**

The Council are recommended to resolve members of the press and public are excluded from the meeting during consideration of the following agenda items by reason of the confidential nature of the items of business to be transacted in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, by reason of the confidential nature of the following business.
- 33. To confirm the date and time of the next meeting.**