

# Dalbury Lees Parish Council

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You are summoned to the annual meeting of **Dalbury Lees** Parish Council on **Monday 19<sup>th</sup> of May 2025** to be held in the **Village Hall** at **7:30pm**.

## AGENDA

- 46/25 ELECTION OF CHAIR AND VICE CHAIR**  
Council to elect a Chair and Vice Chair, declaration of acceptance of office to be signed.
- 47/25 APOLOGIES**  
Council to receive and resolve to accept any apologies
- 48/25 DECLARATIONS OF INTEREST**  
To note any declarations of interest, pecuniary or non-pecuniary, to receive written requests for dispensations and grant dispensations as appropriate.
- 49/25 PUBLIC PARTICIPATION**  
An opportunity for the public to raise issues or concerns with the council on matters listed on the agenda. Decisions cannot be made on any other matters not listed but can be discussed and, at the chair's discretion, may be raised on a future agenda. Speakers are invited by the chair and may speak for up to three minutes.
- 50/25 UPDATE FROM DISTRICT / COUNTY COUNCILLORS**  
Council to receive updates from district / county councillors.
- CLOSURE OF THE PUBLIC SESSION -**  
*members of the public may remain to observe but can take no further part in the council meeting*
- 51/25 MINUTES**  
To approve the minutes of the meeting held on the 17<sup>th</sup> of March as accurate.
- 52/25 COUNCILLOR REPORTS**  
To receive any updates or reports that parish councillors wish to deliver.

**53/25**

**MAINTENANCE**

To discuss and approve any necessary maintenance.

**54/25**

**ACCOUNTS AND FINANCE**

- a) To note accounts presented.
- b) Signing of transaction summary.
- c) Signing of bank reconciliation.
- d) To note expenditure against budget.
- e) To receive internal audit.
- f) To sign AGAR, including accounting/governance statements.
- g) To sign exemption certificate.
- h) To approve any invoices for payment.

**55/25**

**PLANNING MATTERS**

- a) To consider planning applications received in advance of the agenda publication.
  - i) [DMPN/2025/0325](#) – Certificate of lawfulness – Top House Farm DE6 5BE
- b) To discuss planning applications received since the agenda was published.

**56/25**

**ONGOING ISSUES AND UPDATES**

- a) To discuss parish calendar items and actions from previous resolutions.
- b) To discuss website content and provision.

**57/25**

**CORRESPONDENCE AND ISSUES RAISED**

To discuss correspondence received and issues raised by residents since the last meeting.

**58/25**

**NEXT MEETING AGENDA ITEMS**

Council to identify and agree items for next meeting agenda including policies to be reviewed.

- CLOSE -

Signed

*Callum Bryant*

**Clerk to the Council**

Tuesday 6<sup>th</sup> May 2025