

LUXBOROUGH PARISH COUNCIL
NOTICE OF THE ORDINARY COUNCIL MEETING

Dear Councillors,

You are hereby summoned to attend the **Annual Meeting** of the **LUXBOROUGH PARISH COUNCIL** to be held on **WEDNESDAY 27 May 2026** at **LUXBOROUGH VILLAGE HALL** commencing at **8.00 pm** when the business set out below will be transacted. Please inform the Clerk if you are unable to attend.

Mary Andrews: Clerk to the Council



Date: 18 May 2026

Members of the public are cordially invited to join the meeting.

A G E N D A

1. To Elect the Chair. Nominations are invited for the office of Chair
2. To receive the Declaration of Acceptance of Office from the Chair
3. To elect the Vice Chair. Nominations are invited for the office of Vice-Chair.
4. To receive the Declaration of Acceptance of Office from the Vice-Chair
5. To Appoint Pat McGlynn as Internal Auditor for annual Parish Council accounts
6. Public Question Time
7. To receive apologies for absence
8. To receive declarations of interest.
9. To review Parish Council Code of Conduct to ensure it continues to be fit- for- purpose.
10. To approve the minutes of the previous meeting of 25 March 2026 and report on actions
11. Chairman's Report
12. To receive updates from recent LCN meetings and County Councillors
13. Planning: Any current issues
14. Highways: Any current Highway matters
15. To agree payment to Laurence Rye for repair of stone wall along Pooltown bridge.
16. Finance: 1) To approve Q4 and 2025-26 Year End Accounts, 2) To report on status of internal audit report and 2025-26 AGAR return. 3) To approve the May 2026 Schedule of Payments and note receipts.
17. Date of Next Regular Scheduled Meeting: Wednesday 22 July 2026 at 8.00 pm.
18. AOB