

Wiggenhall St Mary Magdalen Parish Council

I hereby give you notice that the Annual Meeting of the above named Parish Council will be held at Wiggenhall St Mary Magdalen Village Hall on 14 May 2026 at 6.30 pm. All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder. The meeting will be open to the public unless the Council otherwise direct.

10 minutes will be allowed during the meeting for members of the public to raise points of concern on agenda items.

Declaration of Acceptance of Office will be signed and witnessed before the meeting commences

Agenda

18.26 Elect

- a Chairman and receive signed Declaration of Acceptance
- b Vice Chairman and receive signed Declaration of Acceptance

19.26 Receive apologies for absence

- 20.26 Confirm as a correct record the minutes of the meetings of the Council held**
On 9 April. Draft minutes previously circulated

21.26 Accept declarations of interest and dispensation requests on agenda items

22.26 Agree meeting be adjourned to allow members of the public to speak

23.26 Matters arising not covered elsewhere on the agenda (for information only)

24.26 Correspondence (for information only)

25.26 Appoint representatives, co-ordinators and working party groups

- a Clean-up team
- b Speedwatch team
- c SAM2
- d Defibrillator monitoring
- e Magdalen Village Hall representative
- f Paddocks
- g Local Farm

26.26 Highways

- a Receive reports of highways issues including lighting and public footpaths

27.26 Receive Councillors and Clerk reports

28.26 Insurance Renewal

29.26 Paddock/Allotments

- a Report

30.26 Biodiversity

- a Report

31.26 Village Survey

32.26 Planning

- a Consider applications received
- b Application decisions

33.26 Finance

- a Resolve to accept monthly accounts to 30 April 2026
- b Resolve to pay schedule of payments
- c Receive schedule of regular payees as required by Financial Regulations
- d Confirm signatories and online access for Parish Council banking, including adding D Caulfield
- e Receive Annual Internal Auditors report for 2025/2026
- f Complete, approve and sign Section 1, Annual Governance Statement 2025/2026
- g Consider and resolve to approve and sign and date Section 2, Accounting Statement 2025/2026
- h Approve Bank Reconciliation, Variances and supporting documents to be sent to external auditor

34.26 Councillors' concerns and agenda items for next meeting *–information only*

35.26 Agree meeting be adjourned for **Public Speaking**

36.26 Confirm date of next meeting 11 June 2026



Samantha Hoggarth

4 May 2026