

COWBIT PARISH COUNCIL

c/o 9 Monks Meadow, Crowland, Lincolnshire PE6 0LJ

Tel: (01733) 210992 Email: clerk.cowbit@gmail.com

Dear Councillor

6th May 2026

You are hereby summoned to attend the Annual Meeting of Cowbit Parish Council, which will be held on Monday the 11th of May commencing at 7:30pm in Cowbit Village Hall, Barrier Bank, Cowbit.

There will be a 15 minute public forum following the elections and co-option, when members of the public may ask questions or make short statements to the Council, and your attendance is also requested during this period.

Signed: *Angela Harrison* Clerk to the Council

AGENDA

1. Election of Chairman and signing of the Declaration of Acceptance of Office.
2. Election of Vice Chairman and signing of the Declaration of Acceptance of Office.
3. Co-option of Sam Cooke to the vacant seat.
- 4. Chairman's welcome and Public Forum.**
5. To receive and approve apologies for absence.
6. To receive Declarations of Interest in accordance with the Localism Act 2011 and to consider any requests for dispensations.
7. Minutes of the March meetings to be approved and signed as a correct record and any matters arising, (not covered on this agenda).
8. To review and resolve PC representation on the following Committees and outside bodies: -
 - a. Playing Field/Pavilion
 - b. SHPVCS (South Holland Private Voluntary Car Scheme)
 - c. Village Hall Committee
9. To review and resolve to adopt the Council's Standing Orders and Financial Regulations.
10. To review and resolve to adopt the Council's Asset Register.
11. To review and resolve to accept the quote to renew the Council's insurance policy.
12. To review and adopt the Council's Complaints Procedure.
13. To review the Council's Subject Access Request (Freedom of Information) and Data Protection Policies.
14. To review the Council's Media Policy, (currently under review by NALC).
15. To agree the meeting dates for this financial year.
16. 2025/26 External Audit:
 - a. To approve and sign Section 1 – Annual Governance Statement
 - b. To approve and sign Section 2 – Accounting Statements
17. To receive the Clerk's report on matters outstanding.
18. To receive the bank reconciliations and Summary Report.
19. To review and approve the list of invoices for payment received after the last meeting.

20. Police matters and to receive the online Police report.
21. To discuss Highway matters and to receive the CSW report.
22. To discuss any Planning matters and agree a response to any new applications.
23. To discuss the idea of planting blossom trees throughout the village.
24. Items to be included on the next meeting's agenda.
25. To confirm the date of the next meeting, provisionally set as Monday the 13th July 2025.

"In Committee"

The Public & Press to be excluded from the meeting in accordance with the provision of Section 1 (2) of the Public Bodies (admission to meetings Act 1960). The items to be discussed being of a confidential nature.

26. Clerk's Annual Salary Review.