



Healeyfield Parish Council

Email: clerk@healeyfieldparishcouncil.gov.uk

Visit our website at www.healeyfieldparishcouncil.gov.uk

Clerk: Mr Ian Robson - Tel: 07999 985 548

To All Healeyfield Parish Councillors

You are hereby summoned to attend the Annual Meeting of Healeyfield Parish Council to be held in St. JOHN'S CHURCH COMMUNITY ROOM on THURSDAY 21st MAY 2026 at 7.15pm.

Public Notice of the Meeting has been given in accordance with Sch 12 paragraph 10(2) of the LGA 1972

AGENDA

1. **Election of Chairman**
2. **Acceptance of Office of Chairman**
3. **Election of Vice Chairman**
4. **Apologies for Absence** - To receive apologies and to approve reasons for absence
5. **Declarations of Interest** - To notify of any items that appear in the agenda in which you may have an interest, incl. those that have been previously recorded in the Members Register of Interests.
6. **Appointment of Internal Auditor**
7. **Minutes** - To approve the minutes of the previous meeting held on Thursday April 30th, 2026.
8. **Public Participation** - Comments on items on this agenda
9. **Chairman's Report**
10. **County Councillor Report**
11. **Correspondence**
 - a. Resident – A68 Corridor – Outdated classifications and legacy routing data.
 - b. Resident – Land behind 1-8 Wesley Terrace – Response to Parish Council.
 - c. Co-organiser (Tour of Reservoir) – Planned timings for the event on 7th June.
 - d. St John's – Invitation to Rev. Jackson's retirement event.
12. **Clerk's Report**
 - a. Clerks update
 - b. Councillors to renew agreement to receive summons and agendas by email for the next 12 months.
 - c. Matters for Information
 - i. WI Seat
 - ii. Old Parish Records
 - iii. Gateways Project
 - iv. Flower Tubs
 - v. War Memorial Lettering
 - vi. Litter Pick – Post-event review
13. **Finance**
 - a. Accounts for Payment
 - b. Receive Financial Regulations para 2.6 report
14. **Annual Governance & Accountability Return (AGAR)**
 - a. Review & Approve 2026 Review of Internal Control Report
 - b. Internal Audit - Receive Annual Internal Audit Report
 - c. Approve Annual Governance Statement
 - d. Approve Commencement Date for exercise in public rights
15. **Planning Applications**

None
16. **Parish Event Planning**
 - a. Castleside Village Festival – 12th September 2026

- i. Receive update from Clerk
- ii. Receive updates from Councillors

17. Document Review

- a. Standing Orders
- b. Financial Regulations

18. Strimming

- a. Approve Strimming Risk Assessment document
- b. Approve Clerk Contract Addendum

19. Roads, Footpaths & Verges requiring attention

- a. Receive updates on Parish survey

20. Dog Fouling

- a. To discuss and determine response to dog fouling issues within the parish.

21. Social Media

- a. To determine if HFPC should have a social media presence

22. Date of the next Meeting – Thursday 25th June 2026 at 7pm in St John's Church, Community Room, Castleside.

Ian Robson

Parish Clerk – 15th May 2026