

Notice of the Annual Meeting of Billingham Parish Council

Dear Councillor

You are hereby summoned to a meeting of Billingham Parish Council which will be held at the schoolroom **Billingham Methodist Church, Victoria Street** on Monday 12 May 2025 at 7pm. Public and press are welcome to attend for a short session prior to the meeting.



Signed: H. Key	Parish Clerk/RFO	Date: 7 May 2025
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AGENDA

1. To elect a Chairman.
2. To receive Declarations of Acceptance of Office of Chairman.
3. To elect a Vice Chairman.
4. To receive Declarations of Acceptance of Office of Vice Chairman.
5. To co-opt a councillor.
6. To receive Declarations of Acceptance of Office of Councillor.
7. To receive and accept apologies where valid reasons for absence have been given to the Clerk prior to the meeting.
8. To receive Declarations of Interest under the Localism Act 2011 – being any pecuniary interest in agenda items not previously recorded on member's Register of Interests.
9. To receive reports from County and District Councillors.
10. To accept the notes from the Meeting held 7 April 2025 as Minutes and a true record.
11. To appoint members to serve on the following committees: -
 - Finance
 - Human Resources
- a. To Appoint a Chairman to the following committees: -
 - Finance
 - Human Resources.
12. To confirm adoption of the current Standing Orders and Financial Regulations (documents circulated prior to the meeting).
13. To review land assets, Ballon Walk, The Allotments, Walcott Road Cemetery, The Pinfold and the mosaic area Fitzwilliam Place.
14. To Confirm the latest Asset Register (copy circulated prior to the meeting).
15. To receive confirmation that the Insurance cover is in place.
16. To review council subscriptions to other bodies are in place – LALC
17. To review the undernoted policies and procedures (documents have been circulated by AC prior to the meeting).
 - PCD010 Data Protection

- PCD014 Whistleblowing
- PCD016 Complaints
- PCD017 Disciplinary
- PCD018 Grievance
- PCD019 Dignity at Work
- PCD021 Sickness Absence
- PCD026 Maternity and Paternity leave
- PCD027 Carers and Compassionate Leave
- PCD029 Lone Working
- PCD030 Flexible Working
- PCD034 Finance Committee Terms of Reference
- PCD036 HR Committee Terms of Reference
- PCD037 Training and Development
- PCD038 Equality and Diversity

18. To determine the meeting dates and location up to the next Annual Meeting (details circulated prior to the meeting).

19. Finance

- a. To approve the payments made during April 2025 (details circulated prior to the meeting).
- b. To approve the latest explanation of reserves held by the council (details circulated prior to the meeting).
- c. To review the Councils expenditure under s 137 of the Local Government Act 1972 or the general power of competence.

20. Clerk's Report (details circulated prior to the meeting).

21. Correspondence (items forwarded)

RBLI Prepared for VE Day, CCLA Investment update, County Councillor Election Nominated Persons list, Springwell solar farm Preliminary meeting invitation, NKDC VE & VJ Day commemorations, NKDC Parish & Town newsletter.

22. LCC Highways updates.

Emergency Road Closure Collapsed sewer Skirth Road 25 April – 29 April 2025

23. Planning Applications to consider as a Statutory Consultee (as detailed below and those received before or after publication of this agenda which required a decision before this meeting).

25/0256/FUL The Green Shed Parsons Drove Erection of an Agricultural shed for storage
Consultee comments recorded by the council. No comment.

25/0509/HOUS Single storey side extension 20 Church Street

25/0178/FUL Extension of existing driveway, single garage and 1.8m high wooden fence
14 Walcott Road.

a. Planning other:

24/0883/FUL 121 High Street Erection of 3 dwellings Approved

N776 Confirmation of Tree Preservation Order School Lane

24. To report on the risk assessments/safety checks of BPC owned equipment. Reports from Councillors where applicable.

25. To consider the purchase of a litter/poo bin to be placed at Bilh/3/1 Walcott Road/Field Farm.

26. To consider the funds available under the S106 agreement held by North Kesteven District Council.

27. Reports from Councillors and any agenda items for the next meeting.

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