

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 11 May 2026 at 7pm. Public and press are welcome to attend for a short session prior to the meeting.



Signed: H. Key	Parish Clerk/RFO	Date: 5 May 2026
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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 receive and accept apologies where valid reasons for absence have been given to the clerk prior to the meeting.
6. 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.
7. To receive reports from County and District Councillors.
8. To accept the notes from the Meeting held 13 April 2026 as Minutes and a true record.
9. To appoint members to serve on the following committees: -
 - Finance
 - Human Resources
- a. To Appoint a chairman to the following committees: -
 - Finance
 - Human Resources.
10. To confirm adoption of the current Standing Orders and Financial Regulations (documents circulated prior to the meeting).
11. To review land assets, Ballon Walk, The Allotments, Walcott Road Cemetery, The Pinfold and the mosaic area Fitzwilliam Place.
12. To Confirm the latest Asset Register (copy circulated prior to the meeting).
13. To receive confirmation that the Insurance cover is in place.
14. To review council subscriptions to other bodies are in place – LALC
15. 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
 - PCD020 Communications Policy

- 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

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

17. Finance

- a. To approve the payments made during April 2026 (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 council's expenditure under S137 of the Local Government Act 1972 or the general power of competence.

18. To receive and approve the Internal Auditors report. (Circulated on 27 April 2026).

- a. To consider and approve the Annual Governance Statement 2025 - 2026.
- b. To consider and approve the Accounting Statement 2025 - 2026.
- c. To consider and approve the Annual Governance and Accountability Return 2025 – 2026.
- d. To note and approve the publication of documents and exercise of public rights from Wednesday 3rd June 2026 – Tuesday 14th July 2026.

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

20. Correspondence (items forwarded)

NALC bulletins, LALC newsletters, Royal British Legion military child details, NKDC Parish & Town Council newsletter, Royal British Legion marking VE Day details, Change of process for Tree Preservation Orders, National Allotment survey, LCC Town and Parish updates.

21. LCC Highways updates.

TTRO/TTR016167 Water main repairs Road closure Green Drove 27/05/2026 – 29/05/2026

22. 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).

a. Planning other:

26/0124/PNND Old Agricultural building First Hurn Drove Change of Use Approved.

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

24. To discuss and consider the arrangements for the Remembrance Day parade 8th November 2026.

25. Reports from councillors and any agenda items for the next meeting.

Billingham Parish Office · Ringmoor Close · Ringmoor House · Billingham · Lincs · LN4 4EY
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