



## EAGLE & SWINETHORPE PARISH COUNCIL

### TO ALL MEMBERS OF EAGLE & SWINETHORPE PARISH COUNCIL

You are hereby summoned to attend The Annual Parish Council meeting of Eagle & Swinethorpe Parish Council to be held on Thursday 22nd May 2025, at 7.30pm, at the Estate Office, Eagle Hall, Eagle. Lincoln. LN6 9HZ.

Following the election of the Chairman & Vice Chairman there will be a public forum for 10 minutes where members of the public may ask questions or make short statements to the Council. A further 10 minutes will be set aside to receive reports from the County & District Councillors. Your attendance is required during this time.

*Rachel Popplewell*

Mrs R Popplewell  
Parish Clerk  
16.05.2025

### A G E N D A

1. To Elect a Chairman for Eagle and Swinethorpe Parish Council for the ensuing year 2025/2026.
2. To receive the Declaration of Acceptance of Office form from the Chairman for 2025/2026.
3. To Elect a Vice-Chairman of Eagle and Swinethorpe Parish Council and to receive the Declaration of Acceptance of office form for the ensuing year 2025/2026.
4. Public Forum – To Resolve to suspend standing orders for a maximum of 15 minutes to allow members of the public, District and County Councillors to make comment or ask questions.
5. To receive Apologies for Absence.
6. To receive Declarations of Interest under the Localism Act 2011 – being any pecuniary interest in agenda items not previously recorded on Members' Register of Interest and requests for dispensations.
7. Notes of the Parish Council Meeting held on Wednesday 30<sup>th</sup> April 2025 to be approved as minutes.
8. To review and adopt Standing Orders for Eagle & Swinethorpe Parish Council (revised version April 2025)
9. To review and adopt the Financial Regulations for Eagle & Swinethorpe Parish Council, and to Resolve to accept variable Direct Debits & Online Banking. (revised version Feb 2025)



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10. To review the bank signing mandate.
11. To review and adopt the Complaints Procedure and Handling method.
12. To appoint members to the Personnel Committee and thereafter appoint a Chair of the Committee. (SO 4.d.vi)
13. To review the Terms of Reference for the Personnel Committee.
14. To resolve to agree Parish Council meeting dates for the year 2025/2026.
15. To receive the Annual Internal Audit report for 2024/2025.
16. To Consider, Approve and Sign the Annual Governance Statements 2024/2025
17. To Approve & Sign the Accounting Statements 2024/2025
18. To note the dates of the Period for the Exercise of Public Rights.
19. Clerks Update & Correspondence.
20. Finance
  - a. To authorise the signing of orders for payment, note bank balances & any monies received (list previously circulated).
  - b. To approve the list of regular payments
  - c. To approve the purchase of additional website maintenance minutes.
21. Kitchen Block Update.
22. To consider the following planning application –
  - a. Installation of 2no Velux Cabrio balcony windows to replace existing Velux windows in roof. 6 Harrier Hill, Eagle. Lincoln. Ref – 25/0469/HOUS
23. Items for the next Agenda.
24. Date & time of next meeting –

**Wednesday 26<sup>th</sup> June 2024 at 7.00pm**