

Nettleton Parish Council

Dear Councillor,

You are hereby summoned to attend the Annual Meeting of Nettleton Parish Council, to be held in **Nettleton Village Hall, Moortown Road, Nettleton, LN7 6AA** on **Thursday 21st May 2026**, commencing at **7.15pm**.

Before the formal meeting commences there will be an Open Forum, where members of the public and/or District/County Councillors can address the council. This will last a maximum of 15 minutes unless directed by the Chair of the Council.

Yours sincerely,

T. Shaw

Tony Shaw

Clerk to Nettleton Parish Council

15th May 2026

Open Forum – maximum 15 minutes unless directed by the Chair

Agenda

1. Election of Chair

- a) To elect a Chair for the year 2026/27
- b) Chair to sign a Declaration of Office, or Council to resolve this can be done at a later time

2. To elect a Vice-Chair for the year 2026/27

3. Declarations of Interest

- a) To record declarations of interest in any of the agenda items listed below
- b) To note dispensations given to any member in respect of the agenda items listed below

4. To receive apologies from any members unable to attend the meeting

5. To adopt the minutes of the ordinary meeting on Thursday 19th March 2026

6. Finance

- a) To note any income received since the meeting on 19th March 2026
- b) To note any internal bank transfers since the meeting on 19th March 2026
- c) To ratify any payments made since the meeting on 19th March 2026
- d) To approve a schedule of payments
- e) To receive and approve a bank reconciliation to the end of April 2026

7. Annual Governance - Committees - To appoint 3 members to a Personnel Committee

8. Annual Governance - Policies

- a) To adopt NALC's model Standing Orders
- b) To adopt NALC's model Financial Regulations
- c) To adopt LGA's Code of Conduct
- d) To adopt LALC's model Complaints Procedure
- e) To adopt a Records Retention Policy
- f) To adopt a Publication Scheme
- g) To adopt a Privacy Policy
- h) To adopt a Media Policy
- i) To adopt a Health & Safety Policy
- j) To adopt a Data Protection Policy
- k) To adopt a Data Breach Policy
- l) To adopt a Freedom of Information Requests Policy
- m) To adopt a Subject Access Request Procedure
- n) To adopt a Grievance Policy
- o) To adopt a Disciplinary Policy
- p) To adopt a Scheme of Delegation
- q) To adopt a Risk Management Policy
- r) To adopt an IT Policy

9. Annual Governance - Finance and Risk

- a) To review the bank mandate
- b) To review any direct debits or standing orders
- c) To review the Asset Register
- d) To review the Council's Insurance Cover
- e) To review the Council's S137 expenditure in 2025-26
- f) To approve the Council's CIL Return for 2025-26

10. Annual Governance - AGAR

- a) To receive the Annual Internal Audit Report
- b) To complete and sign the Annual Governance Statement
- c) To approve and sign the Accounting Statements

11. Annual Governance – Meeting Dates - To agree meeting dates for the financial year 2026-27

12. To discuss the purchase of a recycled bench for the A46 verge in light of the award of an Oak bench for the Viking Way

13. To discuss ongoing issues with dog control on the Playing Field

14. To discuss options for recruiting additional councillors

15. To resolve to move into a Closed Session to discuss the confidential items below

16. Staff Matters