

# Averham, Kelham and Staythorpe Parish Council

I hereby give you notice that the Statutory Annual Meeting of Averham, Kelham & Staythorpe Parish Council will take place as detailed below. All members of the council are summoned to attend for the purpose of considering the business to be transacted as set out in the following agenda. Press and public are welcome to attend.

Chris Harris  
Clerk  
7 May 2025

## **Statutory Annual Meeting of the Parish Council on Monday 19 May 2025 at 7:30pm**

### **PLEASE NOTE THAT THE MEETING WILL TAKE PLACE AT THE ROBIN HOOD THEATRE**

#### **Agenda**

	Welcome
AKS 25.37	Election of Chair
AKS 25.38	Election of Vice Chair
AKS 25-38	Apologies for Absence.
AKS 25-39	Declarations of Interest either direct or indirect from members for any item to be considered and any dispensations to be considered.
AKS 25-41	Approve the minutes of the Parish Council Meeting held on 14 April 2025
AKS 25-42	Questions and comments from members of the public (limited to 15 minutes)
AKS 25-43	Updates required from the previous meeting for items not covered on the agenda.
AKS 25-44	Reports from County Councillor and District Councillor
AKS 25-45	To review/respond to correspondence sent and received by the Parish Council
AKS 25-46	To Consider Planning Applications Received: <ul style="list-style-type: none"><li>• 25/00684/HOUSE The Grange, Averham Park Erection of garage</li></ul> Planning Decisions:
AKS 25-47	Clerk's financial report, agree expenditure and other necessary action. <ul style="list-style-type: none"><li>• To note balance</li><li>• Payments/Invoices<ul style="list-style-type: none"><li>- Cllr J Allan, reimburse expenses re defibrillator pasd £96.00</li><li>- Locum Clerk invoice</li><li>- Insurance Renewal Premium - £214</li></ul></li><li>• Received</li><li>• To consider using Scribe accounting system</li></ul>
AKS 25-48	Update on Website
AKS 25-49	Items to be added to the agenda for the next meeting
AKS 25-50	Date of the next Parish Council meeting to be held at 7.00 pm at Kelham Hall

