

Stubton Village Blog – SPC Agenda

Dear Councillors,

You are hereby summoned to attend a Meeting of the Parish Council on **Monday 15th September 2025 at 7pm at Stubton Village Hall, Fenton Road, Stubton**, for the purposes of considering & resolving upon business to be transacted as set out in this Agenda.

Prior to the commencement of the Meeting there will be a public forum for a maximum of 20 minutes, where members of the public may ask questions or make short statements to the Parish Council. This will be followed by Reports from Ward and/or County Councillors in attendance.

The public forum may not be recorded since it does not form part of the formal Parish Council Meeting. The Clerk will record the Agenda of the Parish Council Meeting for the purpose of preparation of the Minutes. Recordings will be deleted once Minutes are drafted.

Signed: *Jackie Britten-Crooks*

Parish Clerk

Dated: 8th September 2025

Council Members: Cllr Sam Kirk (Chairman) Cllr David Wood (Vice-Chairman), Cllr Jenny Taylor.

AGENDA

1. WELCOME REMARKS FROM THE CHAIRMAN

2. APOLOGIES FOR ABSENCE

To receive & **Resolve** to accept apologies for absence where reasons for absence have been given to the Clerk prior to the Meeting.

3. DECLARATIONS OF INTEREST

To receive Declarations of Interest under the Localism Act 2011 – this being any pecuniary or non-pecuniary interest in agenda items not previously recorded on Members' Register of Interests.

4. MINUTES

Motion: To **Resolve** to accept the Minutes of the Extraordinary Meeting held on 7th July 2025 and for the Chairman to sign the approved Minutes.

5. VILLAGE SIGN

a) Motion: To approve a mock-up design for the village sign & to **Resolve** to approve the quotation provided by Roll & Scroll & for the Clerk to place the order. Appendix 1

b) To approve a precise location for the sign so that Utilities can be consulted & the Highways Licence Agreement can be completed & returned.

c) To discuss the necessary groundworks & likely cost implications. To **Resolve** to approve payment, subject to satisfactory quotations within an approved budget.

6. FLAG REVIEW

Motion: To consider & **Resolve** a flag flying schedule for the village green flagpole for the next year.

7. CLERK'S REPORT

8. BUDGET

To consider & **Resolve** a budget & precept for 2026/2027 based on the Draft Budget for that period. Appendix 2

9. FINANCE

To note bank balance as of September 2025 & bank reconciliation figure. Appendix 3

10. CLERK TRAINING & EMPLOYMENT

Pursuant to the Public Bodies (Admission to Meetings) Act 1960, to **Resolve** to exclude the public & press from the remainder of the meeting due to the confidential nature of the matter to be discussed. Appendix 4 (GDPR)

11. END OF MEETING