

Ilmington Parish Council

To: Cllrs Karen Peachey, Chris Plyming, Lara Lowe, Malcolm Lowe, and Martin Underwood.

AGENDA FOR THE ANNUAL MEETING OF ILMINGTON PARISH COUNCIL ON **29 May 2025**, 7:30PM

You are hereby summoned to attend this meeting of the above named council,
to be held at Ilmington Community Shop, Grump Street, Ilmington, Shipston CV36 4LE.

Dated this day, 22 May 2025

Pauline Rigby

Pauline Rigby, Clerk to the Council

The business to be transacted at the meeting is as follows:

1. **Election of Chairman:** To hold office until the next annual meeting of the council.
2. **Appointment of Vice Chairman.**
3. Apologies for Absence.
4. Declaration of Interests.
5. County and District Council Reports
6. **Public Forum:** *Members of the public are invited to address Council on any relevant matter for max. 3 minutes per person. 15 minutes in total is allocated to this item.*
7. **Confirmation of Minutes**
To confirm and sign the minutes of the meeting held on 24 April 2025.
Annual Meeting motions in accordance with standing order 5j.
8. Review and adoption of standing orders.
9. Review and adoption of new model financial regulations;
10. Review of delegation arrangements – and to consider creating a committee with delegated powers to manage the Pavilion and Playing Fields.
11. Review of representation on or work with external bodies and arrangements for reporting back.
12. Review of inventory of land and other assets ([asset register](#)).
13. Confirmation of arrangements for insurance cover in respect of all insurable risks.
14. Review of the Council's and/or staff subscriptions to other bodies i.e. [Warks ALC](#).
15. Review of the Council's [complaints procedure](#);
16. Review of the Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation.
17. Review of the Council's [policy for dealing with the press/media](#);
18. Review of the Council's [employment policies and procedures](#);
19. Review of the Council's expenditure incurred under s.137 of the Local Government Act 1972 or the general power of competence.
20. Determining the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council.

Other business to be transacted:

21. Planning Applications:

21.1 To report planning decisions at variance with the views of the Council.

21.2 To consider any applications notified (none prior to publication of the agenda).

22. Grace's Playground:

22.1 To receive the routine inspection report(s) and consider any actions arising.

22.2 To consider quotations for playground sign(s) acknowledging donors.

23. Ilmington Playing Fields / Pavilion:

23.1 To consider event applications from Ilmington School.

23.2 To receive the Pavilion H&S Risk Assessment and consider actions arising.

23.3 To receive the findings of the Fire Risk Assessment and consider actions arising.

23.4 To report action under Clerk's delegated authority to commission Dakro to carry out a Legionella risk assessment at a cost of £450 ex VAT.

24. Annual Governance & Accountability Return 2024-25

24.1 To receive the Annual Internal Audit Report.

24.2 To approve for signing the Annual Governance Statement.

24.3 To approve for signing the Annual Accounting Statement.

24.4 To confirm the period for the exercise of public rights from 3 June to 14 July.

25. Finance & Admin:

25.1 To approve the bank reconciliation to 30 April 2025.

25.2 To receive the budget monitoring report.

25.3 To approve payments as per the schedule below.

26. Future Agenda Items (for information only): Biodiversity Plan

27. Next Meeting: Thurs 26 June 2025, 7:30pm in Ilmington Community Shop Café.

Payments list

Date	Payee	In respect of	Amount
25-Apr	Ilmington Village Hall *	Room hire	£ 30.00
30-Apr	Playdale	Playground repairs	£ 1,355.66
30-Apr	Simon Healey *	Mowing	£ 432.00
30-Apr	Jane Wileman *	Cleaning	£ 81.99
02-May	Start Safety ‡	Reflective tape	£ 24.73
03-May	Jane Wileman *	Pavilion kitchen deep clean	£ 140.00
08-May	Force 4 Chandlery ‡	Cork keyrings	£ 23.70
09-May	Waterplus *	Water charges	£ 92.60
13-May	Microsoft ‡	Exchange Online	£ 9.44
13-May	Microsoft ‡	Refund Exchange Kiosk	-£ 4.53
15-May	Asda Mobile ‡	SIM only bundle	£ 5.00
16-May	Flashback Tape ‡	Reflective tape	£ 25.54
20-May	Royal Mail ‡	Postage	£ 3.45
31-May	Unity Trust Bank	Account fee	£ 6.00
31-May	Staff costs	May payroll	£ 648.46

* Already paid ‡ Paid by card.

TOTAL **£ 2,874.04**