



Smiths Wood

PARISH COUNCIL

07/05/2025

To all committee members

You are summoned to attend a
Full Council Meeting

on Monday 12th May 2025 at 6pm

Medium activity roommate Elmwood Place Family hub

Committee Members: *Chairman Cllr K S Paul, Cllr S Bray, Cllr W Bray, Cllr D Ramsey, Cllr M Rashid, Cllr M Caddick, Cllr S Nasreisfahany, Cllr E Grayson, Cllr J Morton, Cllr M Phillips*

Shenda Harvey

S. Harvey

Clerk to Smiths Wood Parish Council

Agenda.

1.	To receive and approve apologies.
2.	To receive members' declarations of disclosable (pecuniary and other) interests.
3.	To receive and consider member's dispensation requests, if any.
4.	Confirmation and signing of minutes of Full Council meeting held on Monday 14th April 2025
4.1.	That the Minutes be accepted and signed as a true record. 14/04/25.
5.	Finance to receive and approve Bank Statement for April 2025 Report has been circulated to all councillors. Noted– Bank reconciliation to be done for the June Finance meeting
5.1.	Parish Council Accounts - Submission for Internal Audit Noted: The Parish Council accounts have been completed and are ready to be sent to the Internal Auditor for review.
5.2.	AGAR Timeline – To publish the AGAR Notice paperwork online and have accounts available for public viewing (by appointment) at the Clerks Office from 17/06/2025 to 28/07/2025.

5.3.	To Note Asset register
5.4.	To Note the Council insurance policy
6.	Information items: To receive and discuss items for information and comment/action if appropriate
6.1.	Training dates: Authorising. • 5th June Councillor Training • 18 June Chairs' Training • 24 June Planning Nuts and Bolts
7.	Annual Parish Meeting 2025. The Annual Parish meeting is not a council meeting. It is a meeting of the parish to take place between 1 March and 1 June. In practice these meetings often celebrate local activities and debate current issues in the community. The chairman of the council calls the Annual Parish Meeting and, if present, will chair it.
7.1.	Annual Parish Meeting 2025. Thursday 29th May 2025 , at 6pm to be held at the small hall Smiths Wood Primary Academy
8.	Noted -Bleed Kit at Burton's Way Medical Centre a. Equipment has been updated b. The kit is designed to be used by general public Emergency services advise the caller how to use to Bleed Kit
8.	Date of the next meeting *****
	Meeting Finished