

BIGBY PARISH COUNCIL

c/o 2 Wilmore Lane
Grasby
DN38 6FB

To: The Chairman and Members
Bigby Parish Council

30th April 2026

YOU ARE HEREBY SUMMONED to attend the **ANNUAL MEETING** of **BIGBY PARISH COUNCIL** to be held in **Bigby Village Hall** on **MONDAY 5th MAY 2026** at **6.30 pm**.

AJ Hannath

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Mrs. AJ Hannath
Clerk, Bigby Parish Council

BUSINESS TO BE TRANSACTED

1. To Elect the Chairman for the Ensuing Year.
2. To Elect the Vice Chairman for the Ensuing Year.
3. a) TO CONSIDER APPLICATIONS FOR CO-OPTION TO THE COUNCIL.
4. Notice convening the meeting.
5. To Receive Apologies and Reasons for Absence
6. a) To Record any Declarations of Interest by any member of the council in respect of the agenda items listed below. Members declaring interests should identify the Agenda Item and the type of interest being declared.
b) To Note any Dispensations given to any member of the council in respect of the Agenda Items listed below.
c) To Confirm that all members have reviewed and updated their Register of Declared Interests, in accordance with the Localism Act 2011 and pursuant to the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.
7. To Receive any Correspondence including Police Reports (for information only).
8. To Receive an Update on any outstanding issues from the Clerk.
9. To Receive any Questions from Members.
10. To Receive any Questions from Members of the Public

11. a) TO RECEIVE AND APPROVE THE MINUTES, AS CIRCULATED, OF THE MEETING HELD ON TUESDAY, 17th MARCH AND 31st MARCH 2026
12. ACCOUNTS
 - a) **To Receive the following Financial Report and Approve the Accounts for Payment: as at 31st March and 27th April 2026** (Statement of accounts enclosed)
Appendix 1 – Schedule of Payments
13. ANNUAL AUDIT – YEAR ENDING 31st MARCH 2026
(All documents enclosed)
 - a) To affirm the independence of Mr R Dixon as Internal Auditor, and that he has no interest, financial or otherwise, with any member or officer of the council.
 - b) To receive the internal auditor’s report for the Fiscal Year 2025/26 and to consider implementation of the recommendations
 - c) To note the receipt of the Internal Auditor’s completion statement for the Fiscal Year ending 31 March 2026.
 - d) To complete the Statements of Assurance and Assertions required from Members. (Section 1)
 - e) To receive and approve the Receipts and Payments Summary and Accounts for the Fiscal Year ended 31 March 2026.
 - f) To approve the Accounting Statements for the Fiscal Year 2025/2026 (Section 2)
 - g) To certify that Bigby Parish Council is exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015
 - h) To approve the Council’s Asset Register.
 - i) To authorise payment of the Auditor’s invoice following completion of the internal audit for the Fiscal Year 2025/26.
14. a) TO RECEIVE CONFIRMATION FROM THE CLERK OF THE INSURANCE RENEWAL WITH EFFECT FROM 1st JUNE 2026 (YEAR 3 OF A 3 YEAR AGREEMENT)
15. PLANNING APPLICATIONS AND DECISION NOTICES
Members are reminded that applications can be received after the deadline for the publication of the agenda. The clerk will forward any further applications to you before the meeting for your consideration.
16. TO DETERMINE THE MEMBERSHIP OF THE VILLAGE HALL COMMITTEE AND THE PERSONNEL COMMITTEE (Committee Chairman to be determined at the first meeting of each committee)
17. TO RECEIVE A REPORT FROM COUNCILLOR BEAN ON COUNTY COUNCIL MATTERS

18. TO RECEIVE A REPORT FROM COUNCILLOR MORRIS ON DISTRICT COUNCIL MATTERS
19. a) TO CONFIRM RENEWAL OF THE MEMBERSHIP OF LALC IN THE SUM OF £182.60.
20. TO DETERMINE MEETING DATES FOR THE NEXT COUNCIL YEAR

AJ Hannath

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Mrs. AJ Hannath
Clerk, Bigby Parish Council

Accounts for payment

Date	PAYEE	AMOUNT	VAT	TOTAL
01/04/2026	LALC -Membership fees	182.60		182.60
01/04/2026	Bigby Village Hall -Donation	1150.00		1150.00
01/04/2026	AJ Williams - Ground Maintenance	252.50	50.50	303.00
06/04/2026	HMRC - PAYE/NI	4.20		4.20
25/04/2026	A Hannath - Wages	239.60		239.60
25/04/2026	A. Hannath - Mileage 2025-26	59.85		59.85
26/04/2026	R. Dixon Audit	545.00		545.00
06/05/2026	PAYE/NI	1.60		1.60