

SCULTHORPE PARISH COUNCIL

Councillors are summoned to attend the Annual Parish Council Meeting of Sculthorpe Parish Council to be held on Wednesday 6th May 2026 at Sculthorpe Village Hall following the Annual Parish Meeting.

The meeting will consider the items listed below.

Members of the Public are welcome to attend and to contribute in the time set aside for this

Michelle Wroth

Michelle Wroth, Parish Clerk, 28/04/2026

1. Election of Chairman and Vice-Chairman for Council Year 2026/27

- a) Elect a Chairman for the new Council Year
- b) Receive the Declaration of Acceptance of Office for the above
- c) Elect a Vice Chairman for the new Council Year
- d) Receive the Declaration of Acceptance of Office for the above

2. Declarations of Interest

- a) To receive declarations of interest and dispensation requests

3. Apologies for Absence

- a) To receive apologies for absence

4. Chairman's welcome and announcements

5. Public Participation

- a) To receive comments and questions from Members of the Public

6. Minutes

- a) To consider approving minutes of meeting held on 7th May 2025
- b) Matters arising from the above minutes, or previous meetings (information only)
 - Bowls Club trees – Clerk investigating
 - Asset of Interest application being processed by Clerk

7. Reports

- a) County Councillor
- b) District Councillor
- c) Clerk

8. Planning Delegated decisions

- a) To note any decisions made through the Response to Planning Applications Scheme of Delegation

Application	Address	Description	Decision
PF/26/0550	35 The Street, Sculthorpe	Remove existing rear conservatory and replacement with a single storey rear extension, formation of a new entrance door on the front elevation	No objection

9. Planning

- a) Consider Planning Application(s):

Application	Address	Description
PF/26/0749	Grove End, Creake Rd	Single storey side extension with upgrades to fenestration

PF/26/0801	Cranmer Hall, Creake Rd	Change of use of part building from residential use to creative art courses facility with associated accommodation
LA/26/0802	Cranmer Hall, Creake Rd	Works associated with change of use of part of building from dwelling to residential creative art courses with associated accommodation

- b) Other Planning matters, including recent decisions and consideration of applications arriving after publication of the agenda

10. Finance

- a) To note Financial Report – Budget vs Actual
b) Consider payments to be made

Name	Description	Gross £
<u>Standing Orders:</u>		
K & M Lighting	13 th March to 12 th April 2026 – Maintenance	25.51
K & M Lighting	13 th April to 12 th May 2026 – Maintenance	25.51
Npower	Streetlights – Feb 2026	55.49
Npower	Streetlights – March 2026	53.43
Unity Trust	Charges – March (DD 30.04.26)	7.00
<u>BACS:</u>		
M Wroth	Salary April 2026	287.53
HMRC	PAYE – P1	65.20
C Chilvers	Install bin at Blacketts Pond	155.00
Ewings Accounts Services	Payroll Services 2025/26	211.20
R Gillett	Internal Audit 25.26	20.00
NCC	Professional Fees March – Bowls Club Access	211.14
Clear Insurance Management Ltd	Insurance 01.06.26 to 31.05.27	678.42

- c) Payments to consider received after the publication of the agenda
d) To note receipts into the bank: None at 27th April 2026
e) To note the bank reconciliation at 27.04.2026 – General reserves of £2,222.24
f) To approve the Certificate of Exemption 2025-26
g) To approve the Annual Governance Statement in the 2025-26 Annual Governance Annual Return (AGAR)
h) To approve the Statement of Accounts in the 2025-26 AGAR
i) Appoint Payroll Service Provider

11. Highways

- a) Reports or updates on Highway related issues

12. Other items for consideration

- a) Terms of Reference - Village Hall Committee; discuss and decide on next steps
b) Christmas lights – discuss and decide on next steps
c) Sandy Lane – Planning Permission

13. Correspondence

14. Next meeting

- a) Receive future agenda items
b) To confirm the next meeting as at 7.15pm in the Village Hall, on Wednesday 8th July 2026

15. Exclusion of Press and Public

That in accordance with the Public Bodies (Admissions to Meetings) Act 1960, the public and press be excluded from the meeting during the consideration of the following item owing to the confidential nature of the business to be transacted

- a) Bowls Green
i. Access
ii. Future use