

PLUMSTEAD PARISH COUNCIL

**Councillors are summoned to attend the
Annual Meeting of
Plumstead Parish Council
which will be held on Friday 22nd May 2026 at 6.30pm at
Plumstead Church
The Public are welcome to attend this Parish Council meeting**



Cherrie Woods Parish Clerk – 15th May 2026

- 1. Election of Chair (including signing of declaration of acceptance of office)**
- 2. Election of Vice Chair**
- 3. Consider accepting apologies for absence**
- 4. Declarations of interest for items on the agenda and applications for dispensations**
- 5. To consider any applications for co-option to the Council**
- 6. To approve and sign the Minutes of the parish council meeting held on 6th February 2026**
- 7. Open Session for members of the public to speak**
- 8. To receive reports from County & District Councillors *(for information only)***
- 9. Finance**
 - a) To receive clerks financial report and latest bank reconciliation
 - b) To note payments and receipts since last meeting (details on financial report)
 - c) Appoint member of the council to verify bank reconciliations for all bank accounts produced by Clerk/RFO
 - d) To consider and approve the ratification of the appointment of Mo-Anderson Dungar as the internal auditor
 - e) To receive and note the Internal audit report for 2025/2026
 - f) To approve Annual Governance Statement (section 1)
 - g) To approve Accounting Statements (section 2)
 - h) To approve the Certificate of Exemption
 - i) To confirm the dates for the Exercise of Public Rights
- 10. Receive a copy of latest asset register**
- 11. Discuss and agree Insurance renewal**
- 12. Discuss and agree renewal of Microsoft 365 subscription**
- 13. Review Earmarked reserves**
- 14. To consider the purchase of a replacement parish laptop**

- 15. To consider the purchase of a marquee for future community events**
- 16. To review and approve the following policies**
 - a) Complaints Policy
 - b) Code of Conduct
 - c) Standing Orders
 - d) Risk Assessment Policy
 - e) Data Protection Policy
 - f) FOI Publication Scheme
 - g) Health & Safety Policy
 - h) Vexatious Complaints Policy
- 17. Consider adoption of an equality policy**
- 18. Receive an update regarding the HGV/Farm Vehicle traffic**
- 19. To receive an update regarding replacement 30mph signs on Cherry Tree Road and agree any actions**
- 20. Discuss maintenance of Parish Council assets following risk assessment and agree any actions**
- 21. To note items for next agenda/late items for discussion**
- 22. Date for next meeting**
- 23. Confidential Matters**

TO EXCLUDE THE PUBLIC AND PRESS, UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 FOR CONFIDENTIAL MATTERS

 - a) Appoint councillors to carry out Clerks annual appraisal
 - b) Consider payment of Clerks unused holiday of 4.12hrs