

TUTBURY PARISH COUNCIL

Clerk:
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May 2025

Dear Councillor,

You are summoned to attend a meeting of Tutbury Parish Council to be held at Tutbury Village Hall, Monk Street, Tutbury, **Monday 18th May 2025** following the Annual Meeting of the Parish at which the following business will be transacted. Any councillor unable to attend should forward their apologies either to the Clerk or Chairman.

AGENDA 18.5.26

1. Election of Chair	5
2. Chair's declaration of acceptance of office	1
3 Election of Vice Chair	5
4. Vice Chair's declaration of acceptance of office	1
5. Formation of Council committees/ working parties and review relevant terms of reference	10
6. Confirmation of street representatives	2
7.To review and approve the updated 1. Data Protection Policy 2. Data Audit policy	5
8. To approve the continued use of existing policies	5
9. Apologies	1
10. Minutes of the meeting held on 30 th March Planning Committee. 6 th May Planning Committee. Full Parish meeting 20 th April 2026, Annual Meeting of the parish 11 th May 2026	2
11. Declarations of Interest & Dispensation requests: <i>To receive from Members disclosure of ordinary or disclosable pecuniary interests in relation to any item on the agenda for this meeting, in accordance with Standing Orders and the Councillor Code of Conduct. Also, to consider any requests from Members for dispensation in accordance with the Councillor Code of Conduct.</i>	2
12 Public Participation: The meeting will be adjourned for up to 15 minutes to allow for public participation. Residents are invited to give their views and question the Parish Council on issues on this agenda or raise issues for future consideration at the discretion of the Chairman. Members of the public wishing to raise issues which are not on the Agenda are asked to notify the Clerk before the meeting. Members of the public may not take part in the Council meeting itself.	15
13 Clerks Report including correspondence.	5
14. To discuss and approve annual subscriptions to <ul style="list-style-type: none">• Staffordshire Parish Council Association• Society of Local Clerks	2
15.0 End of Year Accounts and audit.	10

15.1 To review Internal Auditor Report 15.2 To approve the Annual Governance Statement 2025/2026 15.3 To approve the Accounting Statement 2025/2026 15.4 To approve the public consultation period for the Annual Governance report commences on Monday 3 rd June	
16. To adjourn the meeting to receive a Borough and County Councillor report	10
17. To receive a chair's report.	5
18 To receive an update on the Cornmill Lane Changing rooms refurbishment.	5
19 To receive a Highways report.	10
20. To approve Accounts for Payment	5
21. To receive a report from the Community Speed watch group	5.
22. To consider and approve installation of a noticeboard at Heritage Park	5
23. To consider and approve repairs to Pinfold Close Steps.	
24. .Items for the next agenda	2
24. Date of Next Meeting	1