

## To: The Chairman and Members of Foston and Scropton Parish Council

Dear Councillors

You are summoned to attend the Annual General Meeting and the Annual Parish Council meeting (which follows) of Foston and Scropton Parish Council which will be held at 7.00pm on Tuesday 12<sup>th</sup> May 2026 in the Community Hall.

**Members are asked to complete the Declaration Sheet for items other than Disclosable Pecuniary Interests (DPI).**

Yours sincerely



Parish Clerk/RFO

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## ANNUAL GENERAL MEETING AGENDA

- 1) **To receive apologies for absence**
  - 2) **Approval of Minutes of 2025 AGM**  
Matters arising from Minutes of 2025 AGM
  - 3) **Parish Council Officers Reports**  
Chairman (Cllr. P, Groom)  
RFO (Jacky Allen)
  - 4) **Election of Officers**  
Chairman  
Vice Charman
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## ANNUAL PARISH COUNCIL MEETING AGENDA (to follow after AGM but not to start before 7:30)

1. **Variation of Order of Business (if required)**
2. **Declaration of Members' Interests appertaining to agenda items**

*To enable Members to declare the existence and nature of any Disclosable Pecuniary Interests they have in subsequent agenda items, in accordance with the Parish Council's Code of Conduct. Interests that become apparent at a later stage in the proceedings may be declared at that time.*
3. **Public Speaking, including County, District and Police Representation.**
  - a) *At the start of the meeting a period of not more than fifteen minutes will be made available for members of the public to comment on any matter already on the agenda (Standing Order 3g). While members of the public are welcome to observe the full meeting, they may not take an active role once the question period has closed.*
  - b) *If the Police Liaison Officer, a County Council or District Council Member is in attendance they will be given the opportunity to raise any relevant matter. Members of the Council however will restrict Police matters they raise to those relating to their Council Ward.*
  - c) *Members declaring a prejudicial interest who wish to make representation or give evidence under the Code of Conduct relating to Agenda items shall do so at this stage.*
4. **Other Correspondence - None**
5. **To confirm and agree as a true record the Minutes of the Ordinary Foston and Scropton Parish Council Meeting held on 14<sup>th</sup> April 2026**
6. **Finance – Income and payments to 12<sup>th</sup> May 2026.**
  - *To approve payments to be made / income received.*
  - *End of year 2025/2026*
  - *Concurrent Return*
  - *Bank Reconciliation*
  - *Explanation of variances*
  - *Fixed Assets*
7. **Forms to be Signed**
  - *AGAR form*
  - *Exercise of Public Rights*
  - *Concurrent form*
  - *Virgin Money Signature authorisation for Cllr. R. Mann*
8. **Planning Applications received.**

*To consider applications received.*

*Any applications received after publication of the agenda will be advised at the meeting.*

  - **Application ref. DMPA/2026/0493:** Advertisement consent for the display of 2no non illuminated fascia signs at 3a Dove Valley Park, Foston, Derby, DE65 5BG
  - **Application ref. DMPA/2026/0286:** Outline application (matters of access and layout to be considered now with matters of scale, appearance and landscaping reserved for later consideration) for the erection of a new build bungalow at 24 The Croft , Uttoxeter Road, Hatton, Derby, DE65 5PX

**7. Allotment Area**

- Mowing charge
- Plot with trailer(s)

**8. Foston & Scropton Community Hall Condition Report**

**9. Fly Tipping Cameras**

Meeting with Tim Summers (Environment Officer)

**10. Standing Order Policy 2026 for review and adoption**

**11. Legionella Written Scheme of Control for review for approval/adoption**

**12. Chairman's report**

**13. Clerk's Report /May items**

Parish Clerk advert/Job Description/ Leaving arrangements

**14. Date of next meeting**

**15. Exclusion of the Press and Public Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the Meeting due to the confidential nature of the business to be transacted.**