



**STOKE ORCHARD & TREDINGTON PARISH COUNCIL**

[www.stokeorchardandtredington.org.uk](http://www.stokeorchardandtredington.org.uk)

**Public Notice is given of The Annual Meeting Of Stoke Orchard and Tredington Parish Council**

**To be immediately after the Annual Parish Meeting on Wednesday 7 May 2025  
At Stoke Orchard Community Centre, Armstrong Road, Stoke Orchard, GL52 7SB  
For the transaction of business on the following agenda**

**Members of the public and press are invited and encouraged to attend the meeting**

**To all members of the Parish Council**

You are hereby summoned to attend a Meeting of Stoke Orchard and Tredington Parish Council to be held immediately after the Annual Parish Meeting **Wednesday 7 May 2025** at **Stoke Orchard Community Centre** for the transaction of business on the following agenda.

Signed

*Michelle Hinde*

**Michelle Hinde**

Parish Clerk and Responsible Finance Officer  
Stoke Orchard and Tredington Parish Council  
Email: [clerk@stokeorchardandtredington-pc.gov.uk](mailto:clerk@stokeorchardandtredington-pc.gov.uk)  
30<sup>th</sup> April 2025

**ANNUAL MEETING OF STOKE ORCHARD AND TREDINGTON PARISH COUNCIL AGENDA**

- 07.05.25.1** To elect Chairman and Vice Chairman, including signing Acceptance of Office forms
- 07.05.25.2** To receive and consider apologies for absence and confirm the meeting is quorate
- 07.05.25.3** To receive declarations of interest on the agenda below (Localism Act 2011)
- 07.05.25.4** To receive comments from the public on agenda items below – no decisions will be made on issues raised. Any items requiring decisions will be added to the agenda for the next meeting (NB Councils cannot lawfully decide items of business that are not specified on the agenda )
- 07.05.25.5** To confirm and sign the minutes of the Parish Council Meeting held on 5<sup>th</sup> March 2025 and the extraordinary meetings held on 10<sup>th</sup> April 2025 and 28<sup>th</sup> April 2025
- 07.05.25.6** To receive the Clerk's Report



**07.05.25.7**

To receive a report from the Borough Councillor

**07.05.25.8**

To receive a report from the County Councillor

**07.05.25.9**

**Finance, all documents circulated prior to the meeting**

- a) To approve payment May 2025 Payment List/those paid since last meeting, to note receipts and agree actions

Customer	Price
Scribe (Inv-10083)	£414.72
Community Centre	£437.60
Smart Cut (Inv-25175)	£372.00
BMS	£1650.00
<b>Total</b>	<b>£2874.32</b>

- b) To approve bank reconciliation up to 30<sup>th</sup> April 2024  
 c) To approve budget monitoring report up to 30<sup>th</sup> April 2024  
 d) To review bank signatories  
 e) To review direct debits  
 f) To consider insurance renewal quotations in respect of all insured risks and agree actions

**07.05.25.10**

**To receive update on Parish Council procedures and resolve to agree actions**

- a) To consider the adoption of the updated Financial Regulations  
 b) To review subscriptions to other bodies  
 c) To approve Parish Council Meeting dates for 2025/26  
 d) To review delegation arrangements to the Clerk, committees and sub committee  
 e) To review terms of reference for committees  
 f) Review members of existing committees

**07.05.25.11**

**To review the following documents and agree actions**

- a) Standing Orders  
 b) Code of Conduct  
 c) Complaints Procedure  
 d) Data Protection Policy  
 e) Asset Register  
 f) Action Plan  
 g) Asset Management Plan  
 h) Grants and Donations Policy  
 i) Publication Scheme  
 j) Communication Policy  
 k) Equality and Diversity  
 l) Expenses Policy  
 m) Reserves Policy

**07.05.25.12**

To discuss plans to possibly install a EV charger in the Community Centre car park and agree actions

**07.05.25.13**

To receive quotes to separate the water at the Community Centre from the shop



- 07.05.25.14** To discuss erecting wood fencing around public open space and agree actions
- 07.05.25.15** To receive an update on the management of Orchard Stores moving forward and agree actions
- 07.05.25.16** To discuss the purchase of heritage boards now that the council is in receipt of part of the Build Back Better Grant
- 07.05.25.17** To receive items for the next agenda
- Date of next meeting – 2<sup>nd</sup> July 2025**