

# ROLLESTON PARISH COUNCIL

Email: [clerk@rolleston-pc.gov.uk](mailto:clerk@rolleston-pc.gov.uk)

Website: <https://rollestonvillage.uk>

## Statutory Annual Meeting of Rolleston Parish Council

**Monday 12th May 2025 at 7.30 pm, in The Greenaway, Rolleston**

*Councillors, I hereby give you notice that the Statutory Annual Meeting of Rolleston Parish Council will be held in The Meeting Room, The Greenaway, Rolleston on Monday 12<sup>th</sup> May 2025 at 7.30 pm. All members of the Council are summoned and members of the public and press are welcome to attend.*

*Please submit apologies to the Clerk.*

*Denise Bryant  
Rolleston Parish Clerk  
5h May 2025*

## AGENDA

- 1. Election of Chair** (Declaration of Acceptance of Office to be signed)
- 2. Election of Vice Chair** (Declaration of Acceptance of Office to be signed)
- 3. Chair's Welcome**
- 4. Apologies**
- 5. Declarations of Interest.** To receive disclosures of pecuniary and non-pecuniary interests pursuant to section 31 Localism Act 2011 from councillors on matters considered at this meeting.
- 6. To approve the Minutes of the meeting held on 7th April 2025**
- 7. District/County Council Reports**
- 8. Public Participation**
- 9. Planning**
  - a. No planning applications have been received as of the date of this agenda.
  - b. Update on Appeal APP/B3030/W/25/3360525 for 24/00402/FUL, Demolition of two bungalows and erection of five dwellings including parking provision and amenity spaces on the land at the Greenaway, Rolleston
  - c. Any other items notified to Rolleston Parish Council prior to this meeting and requiring submission of comments before the following scheduled Parish Council meeting.

## **10. Finance**

- a. To approve payments as listed on payment schedule if any.
- b. To receive and approve bank reconciliation and bank balances.
- c. To review the 2024/25 Internal Audit report (signed by auditor).
- d. To review, complete and approve the 2024/25 Annual Governance Statement.
- e. To review and approve 2024/25 AGAR Accounting Statement – section 2.
- f. To receive and approve the AGAR 2024/25 Exemption Certificate.
- g. To note that the Period for Exercise of Public Rights will be Tuesday 3 June – Monday 14 July 2025.
- h. Any other matters appertaining to finance.

## **11. Rolleston Parish Council Policy and Procedure Documents**

- a. To review and approve Rolleston PC Standing Orders
- b. To review and approve Rolleston PC Equality Policy
- c. To review and approve Rolleston PC Financial Regulations
- d. To review and approve Rolleston PC Councillor Code of Conduct
- e. To review and approve Rolleston PC Risk Assessment

## **12. Footpaths and Highways**

## **13. Flooding Issues and Emergency Plan**

- a. Flood Warden Report

## **14. Parish Council Owned and Managed Village Land and Facilities**

- a. Tree planting/wildflower gardens meeting update.
- b. Playpark Committee update
- c. Gateway to 2-Acre Field

## **15. Community / Neighbourhood Issues**

- a. Rolleston Neighbourhood Plan
- b. Potholes update.
- c. Speeding in Rolleston / Speedwatch Initiative
- d. Dog Poo Bin

## **16. Correspondence**

## **17. Agenda items for next meeting**

## **18. Date of next meeting – Monday 2<sup>nd</sup> June 2025**

*Distribution: Parish Councillors, Cllr S Saddington, Cllr K Melton, Noticeboards, Website*