

ANDOVERSFORD PARISH COUNCIL

To: Members of the Parish Council.

You are duly summoned to attend the next meeting of
Andoversford Parish Council Annual Meeting be held on
Thursday 8th May 2025 at 7.30pm at Andoversford Village Hall.

Dated 23rd April 2025. Signed by the Clerk



1	Election of Chair
2	Election of Vice Chair and Councillor responsibilities
3	Apologies: Clerk to receive apologies for acceptance by Parish Council
4	Declaration of Interests: a. Register of Interests; Councillors are reminded of the need to update their register of interests. b. To declare any personal interests in items on the agenda and their nature. c. To declare any prejudicial interests on the agenda and their nature. (Councillors with prejudicial interests must leave the room for the relevant item.)
5	Approval and discuss any actions arising from Previous Meeting's Minutes: Approve the minutes of the Parish Meeting April 2025 and any matters arising.
6	Grass Cutting in village: • Council to discuss any arising issues. • Discuss and agree projects for the coming year Burial Ground: • Discuss projects for the year and agree any actions to be taken
7	Planning: • Discuss current planning applications and any required responses • Land Registry update • Neighbourhood plan update
8	Highways + Prow: Progress Reports: Council to discuss any matters arising and agree actions required
9	Waterways + Snow Warden: Waterways: Council to discuss any arising issues. • Snow Warden – Council to discuss and agree future actions. •
10	Club reports (Football/ Village Hall and Cricket Club, any others)
11	Finance: Clerk: update on current financial situation - a. agree payments to be made and approve payments made since last meeting. b. current Balance and budget considerations. c. Approve closing balance of bank account for 2024-2025 accounts d. Approval and signature of Annual Return (AGAR)
12	Village Communications, Website & Correspondence – Discuss any communications and any actions required.
13	Village Maintenance a) Defib: b) Trees and Horse Trough: c) Any other items d) Projects to be discussed and approved for the coming year e) Update on ongoing approved projects – Hunters Way fencing
14	Next Meeting: Thursday 5th June 2025 at 7.30pm at Andoversford Village Hall Committee Room. Public forum at 7.30pm.

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Following on from the Annual Parish Council meeting.

1	Apologies for Absence
2	Introduction by current Chair of Andoversford Parish Council
3	Reports from County and District Councillors
4	• Reports from Parish Council – • Chairman's Report • Financial Report • Highways • Waterways + Snow Warden • Burial Ground and Grass Cutting • Planning •
5	Annual Reports from village organisations If you would like to speak at the Annual Parish Meeting, please contact the Parish Clerk beforehand. clerk@andoversfordparish.gov.uk
6	Open Parish Discussion – a chance for Parishioners to discuss any Council related topics
This Annual Parish Meeting is an opportunity to look back on what has been achieved in the parish in the previous year, to celebrate successes and find out more about organisations which operate within the parish. Presentations from organisations on matters of interest to the community can be made and relevant issues or concerns within the Parish may be discussed.	