

# Felsham

To Members of the Council: YOU ARE HEREBY SUMMONED to attend the ANNUAL GENERAL MEETING of FELSHAM PARISH COUNCIL, which will be held in Felsham & Gedding Village Hall on **Tuesday 13th May 2025** immediately following the Annual Parish Meeting or 19.30hrs, for the purpose of transacting the following business:

Members of the Public: Members of the public are welcome to attend and may address the council during the public forum.

## AGENDA

- 2025/001 Nominations, Election & Acceptance of Office of Chairman**
- 2025/002 Nominations and election of Vice Chairman**
- 2025/003 To receive apologies for absence**
- 2025/004 To receive members' declarations of interest in accordance with the council's Code of Conduct for the items on the agenda and to receive any requests for dispensations relating to Discloseable Pecuniary Interests**
- 2025/005 To sign the Minutes of the Parish Council meeting of 8th April 2025 as a true record**
- 2025/006 (To receive reports/updates on specific local matters from SCC & MSDC Cllrs)**  
a. **SCC Cllr Penny Otton**  
b. **MSDC Cllr Nicky Willshire**
- 2025/007 Public Forum**
- 2025/008 To receive Clerk & RFO Report**
- 2025/009 Financial Matters, Audit & Governance**  
a. To review & approve the Certificate of Exemption 2024/25 (for External Audit)  
b. To review & approve the Annual Governance Statement 2024/25 (AGAR Section1)  
c. To review & approve Accounting Statements 2024/25(AGAR Section2)  
d. To confirm dates for the period for the Exercise of Public Rights  
e. To authorise payments as appropriate  
f. To consider & approve Insurance provision  
g. To address any further Audit, Finance & Governance Matters
- 2025/010 To appoint/confirm officers & representatives to outside bodies & receive urgent reports**  
a. Conservation Officer  
b. Footpath Officer  
c. Tree Officer  
d. Local Housing Needs Representative  
e. Village Hall Committee Representative  
f. Playing field Committee Representative  
g. Felsham Charity Trustees
- 2025/011 Planning & Conservation Area**  
a. To consider any Planning Application received since issue of this Agenda  
b. To note **DC/25/00537** Brindlewood, Dakings Lane, Felsham, IP30 0QW – Discharge of Conditions (Contamination & Contamination Report); **DC/25/01503** 23 Meadow Close, Felsham, IP30 0QS – Treeworks **CONSENT**; **DC/24/04853** Felsham Village Hall, Church Road, IP30 0PJ – Erection of new community shop, PO, cafe, & storage - **GRANTED**  
c. Neighbourhood Planning, including possible follow-up meeting with Sue Downs
- 2025/012 To consider priorities for the coming year**
- 2025/013 Correspondence - To consider any correspondence tabled**
- 2025/014 To confirm the Meeting Schedule for 2025/2026: 10<sup>th</sup> June, 8<sup>th</sup> July, 9<sup>th</sup> September, 14<sup>th</sup> October, 11<sup>th</sup> November, 9<sup>th</sup> December; 2026 – 13<sup>th</sup> January, 10<sup>th</sup> February 10<sup>th</sup> March, 14<sup>th</sup> April, 12<sup>th</sup> May (Plus Annual Parish Meeting)**

