# Normanton on the Wolds Parish Council

**invites you to the**  Tuesday 29th April 2025

**Annual Parishioners Meeting 2025**

Normanton-on-the-Wolds residents are warmly invited to attend the Annual Parishioners Meeting to be held at **The Burnside Memorial Hall, Church Hill, Plumtree (*kitchen area*)** on **Tuesday 6th May 2025** at **6.15pm**.

The agenda for the meeting will be as follows:

1. Chairman’s Welcome
2. Chairman’s Annual Report
3. Questions from residents

*We look forward to you joining us.*

*Chairman Cllr Kay Cutts MBE.*

**Notice Pursuant to Paragraph 10 (2) (b) Schedule 12 Local Government Act 1972.**

Dear Councillor,

In accordance with the above provisions and notice you are hereby summoned to attend the AGM Parish Council Meeting of Normanton-on-the-Wolds Parish Councilto be held at **Burnside Memorial Hall, Church Hill, Plumtree (*kitchen area*)** on **Tuesday 6th May 2025** at **6.30pm.** The agenda for the meeting is set out as follows.

*Lesa Gilbert – Parish Clerk**(clerk@normanton-on-the-wolds.parish.email)*

**AGENDA**

1. Election of Chair for 2025/26.
2. Election of Vice-Chair for 2025/26.
3. To receive the declaration of acceptance to office from the newly elected Chair/Vice.
4. Apologies for absence.
5. Declarations of interest.
6. Chair’s announcements.
7. Minutes of the Council meeting held on 04 March 2025 for approval.
8. Open Session for the public to raise matters of council business *(limited to 15mins).*
9. Reports – to consider (*limited to 15mins*):
   1. District and County Council Members.
   2. Parish Councillors.
      1. Litter pick report.
      2. Public footpaths/bridges considerations.
      3. Conservation Area Plan – update.
10. Financial matters:
    1. Expenditure and Income - to agree payments. Sign invoices.
    2. Bank balance and reconciliations – to note.
    3. Budget to actuals year end – to review.

Annual Governance and Accountability Return (AGAR)

* 1. Internal Auditors report – for review.
  2. Certification of exemption from external audit – to confirm/sign certificate.
  3. The Annual Governance Statement – to consider, approve the assertions and signed by Chair/Clerk.
  4. The Accounting Statements – to review, approve and signed by Chair/RFO.
  5. Exercise of Public Rights - to note the exercise of Public Rights and Publication of the unaudited Annual Governance and Accountability return will commence on Tuesday 3rd June 2025 and conclude on Monday 14th July 2025.

1. Parish Council services and operations:
   1. Annual insurance renewal – to agree.
   2. Annual review of Asset Register.
   3. Annual review of Standing Orders/Financial Regulations.
   4. Visions for the village 25/26 – to discuss and agree any plans.
2. Planning Matters:

To consider and comment on live applications notified to the Parish Council, including:

* 1. No live applications for review.
  2. Any other application received prior to the meeting.
  3. Confirm expired planning applications responded to under delegated authority:
     1. *25/00390/FUL - Overgrown Acres Cotgrave Road - Erection of detached 4 bay garage includes solar panels - Do not object on the proviso that the garage is used solely for the dwelling and not for commercial/business purposes.*
     2. *25/00434/FUL – Nicholas, Old Melton Road - Demolition of existing conservatory and timber outbuilding, removal of part of pitched roof.  Creation of single storey ext with dual pitched roof, new roof over original building to raise the ridge height for first floor accommodation, and application of rendered external wall insulation. - DNO in the main, however the wall rendering does seem dominate for the street scene/small garden setting. We also note that the boundary treatment is to be submitted/considered in a separate application.*
     3. *25/00447/FUL - Woodlands, Back Lane - Two storey and single storey rear extensions, alterations to front elevation including new front gable extension, alterations to existing roof including 2no. front box dormers, mansard roof and removal of existing chimney. Renovation of existing house including changes to fenestration, landscaping works including new rear terrace and front boundary treatment includes new 1.8m high railings and gates. – Object to building works near the 4 front Oak trees (in good condition) which provide character in the conservation area. Also feel the mixed group of trees/front hedges/Holly tree all add greenery to the property/villages character and should therefore be protected. The removal of the holly tree would also be detrimental to the scene.*
     4. *25/00666/RELDEM – Woodlands, Back Lane - Demolition of pool enclosure – DNO.*
  4. Notices received of planning decisions taken by Rushcliffe Borough Council:
     1. *None at time of publish.*

1. Urgent matters received prior to the meeting.
2. Date for the next PC Meeting: Tues 1st July 2025 at 6.30pm, Burnside Hall.

**Notes for the Public:** Unless otherwise stated all meetings of the Parish Council are open for the public to join. In the interests of transparency, the council asks that any person who wishes to record the meeting proceedings inform the Chairman prior to the meeting.There is an Open Session on the Agenda at which time members of the public are invited to raise any matters pertaining to the work of the council/agenda items, limited to fifteen minutes, during which the Standing Orders will be suspended.