

## STANTON UPON HINE HEATH PARISH COUNCIL

Clerk to the Parish Council:  
Katrina Baker MBE  
Oaklands  
Waters Upton  
TELFORD  
TF6 6NP

Please ask for Katrina Baker, Clerk – 07813 788094

29<sup>th</sup> April 2026

E-mail: [clerk@stantonparishcouncil.org.uk](mailto:clerk@stantonparishcouncil.org.uk)

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**To:** All Members of Stanton upon Hine Heath Parish Council.  
(Other circulation for information only)

**Dear Sir/Madam**

You are hereby summoned to attend the **ANNUAL GENERAL MEETING OF THE PARISH COUNCIL** to be held in **STANTON VILLAGE HALL** on **TUESDAY, 5<sup>th</sup> MAY 2026** starting at approximately **7.30 P.M.** to transact the following business:

The meeting is open to the Press and Public.

*Mobile phones are to be turned off or placed on silent during the meeting.*

**Yours faithfully**

Katrina Baker  
**Clerk to the Council**

## **A G E N D A**

- 001/26**      **Welcome**      **Cllr D Dee, Chairman – 2025/26**
- 002/26**      **Declarations of Acceptance of Office**  
All Members are required to read and sign their Declarations to accept the National Code of Conduct and to confirm that they will act within the 7 principles of public life at all times. These will be witnessed by the Clerk, as the Proper Officer of the Council.
- 003/26**      **Election of Chairman for 2026/27**
- 004/26**      **Chairman's Declaration of Acceptance of Office**

- 005/26 Registers of Disclosable Pecuniary Interests**  
Members are required to confirm their DPIs are up to date or to provide an updated and signed copy.
- 006/26 Apologies**  
To receive any apologies for absence and to consider the necessary consent.
- Notice of a Vacancy**
- 007/26 Election of Vice Chairman for 2026/27**
- 008/26 Vice Chairman's Declaration of Acceptance of Office**
- 009/26 Declarations of Interest regarding any matters included on the Agenda**
- 010/26 Minutes**  
To confirm the Minutes of the Annual General Meeting which took place in May 2025.
- 011/26 Parish Council Representatives on Outside Bodies**  
Confirmation and election of representatives to outside bodies – a draft document will be circulated
- 012/26 Standing Orders and Financial Regulations**
- a) Confirmation of the Standing Orders and Financial Regulations for Stanton Upon Hine Heath Parish Council.
  - b) Confirmation of the IT Policy
  - c) Confirmation of the Risk Management Policy
- 013/26 Financial Matters**
- a) Confirmation of Bankers, cheque / baccs authorisation and Auditors  
Barclays Bank  
Councillors D Dee, C Crackett and vacancy  
Ms R David AAT (internal audit)  
PKF Littlejohn LLP (external audit)
  - b) To receive a copy of the Council's Asset Register
  - c) To confirm eligibility for the General Power of Competence
- 014/26 Confirmation of Annual Subscriptions**
- a) Shropshire Association of Local Councils
  - b) Society of Local Council Clerks (25%)
- 015/26 Confirmation of the Meeting Schedule for 2026/27**