



LITTLEBOURNE PARISH COUNCIL

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Vice Chairman: Cllr Mick Giles

TO: ALL MEMBERS OF LITTLEBOURNE PARISH COUNCIL

Councillors are hereby summoned to attend the Littlebourne Parish Council Statutory Annual Meeting on **WEDNESDAY 6 MAY 2026** at **7.00pm** in the LWMH meeting room for the transaction of the business described in the following Agenda.

G HUBBARD, CLERK TO THE COUNCIL
29 APRIL 2026

A G E N D A

1. The Election of Chairman for the Council year **2026-27**
2. The Election of Vice Chair for the Council year **2026-27**
3. The Chairman's welcome and apologies for absence.
4. Declarations of Cllrs' Interest & any requests for dispensations
5. Minutes of the last meeting held **1 APRIL 2026**
6. CONSIDER & AGREE LPC Sub Committee structures and representations on other bodies (Appendix 1 current 25-26 roles shown)
7. AGREE Annual Subscriptions to renew
 - (a) Kent Association of Local Councils.
 - (b) Society of Local Council Clerks.
 - (c) Campaign for the Protection of Rural England.
 - (d) Kent Playing Fields Association.
8. Policing and KCC Community Warden

The meeting will be adjourned for parishioners' questions and comments on agenda items only

9. To RECEIVE City and County Cllrs Reports/comments
10. Planning/Trees Report (Appendix 2)
 - i. To AGREE the LPC response to the Regulation 19 consultation of the CCC Local Plan
11. Financial matters, including Precept, Concurrent, bank statements and authorisation of accounts (Appendix 3)

TO RENEW the use of Direct Debit payments (BT, NEST, IONOS, ICO, Unity Bank, Lloyds Bank)

TO RECEIVE the Internal Auditor's annual report and any recommendations thereon (Appendix 3b)

Financial policies for review or adoption:

 - i) The review of Littlebourne Parish Council's Financial Regulations, previously circulated via email to all Cllrs (Appendix 3c)
 - ii) The review of Littlebourne Parish Council's Standing Orders, previously circulated to all Cllrs (Appendix 3d)
 - iii) Review of the LPC Risk Assessment (Appendix 3e)
 - iv) Review of the Council's Register of fixed Assets (Appendix 3f)
 - v) Review of the Council's Statement of Internal Control for year 2026-27 (Appendix 3g)
 - vi) Review of the Council's Statement of Accounting Policies year ending 31 March 2026 (Appendix 3h)
 - vii) Review of the LPC Ear marked reserves at 31st March 2026 (EMR) (Appendix 3i)

TO RECEIVE, CONSIDER AND APPROVE the AGAR for the financial year ended 31 March 2026 for submission to the Audit Commission, comprising:

- Income and Expenditure Accounts
 - The Annual Governance and Accountability Return for consideration by Cllrs and signing by the Chairman, comprising of the;
 - I. Annual Governance Statement
 - II. Accounting Statements
12. To NOTE Correspondence and Clerk Report (Appendix 4)
13. To CONSIDER the request from Wickhambreaux and Ickham Speedwatch Team to borrow the LPC hand held device to trial it in their parishes.
14. To CONSIDER the co-option of a new Councillor to fill the vacancy

Dates of future meetings: 3 June, 1 July, 2 September, 7 October, 4 November, 2 December 2026.