Dunchurch Parish Council
Dunchurch Community Library
School Street
Dunchurch
Rugby
CV22 6PA
Tel: 01788 817550
Email: clerk@dunchurchparishcouncil.gov.uk

**I hereby give notice that an Annual Parish Council Meeting of Dunchurch Parish Council will take place on Monday 12th May 2025, at Dunchurch Community Library, School Street, Dunchurch, CV22 6PA at 7pm.**

**All Members of Dunchurch Parish Council are hereby summoned to attend for the purpose of considering and resolving the following business:**

*B Maoudis*

**Parish Clerk** **Dated: 6th May 2025**

**Photographing, reporting, recording, filming, or transmitting the proceedings of a meeting may occur and therefore all persons participating in the meeting should be aware that such recording, reporting, or filming may take place. Members of the public attending the meeting (but are not participating in the meeting) who do not wish to be filmed or photographed in the meeting must state this at the start of the meeting. If members of the public do not wish to be filmed or recorded, they must sit in a designated area away from the recording equipment.**

**Public Participation Session: 7.00-7.15pm Members of the public are invited to give their views on items on this agenda, including planning applications, or raise issues for consideration at the discretion of the Chair. No decisions will be made in this part of the meeting. The Public Participation Session is a general forum for open discussion after which members of the public will have no further opportunity to speak unless invited to do so by the Chair. Strictly limited to 3 minutes per resident, total time allowed to be 15 minutes.**

**AGENDA**

1. **Election of the Chairman and to receive the Chairman's Declaration of Acceptance of Office**
2. **Election of the Vice Chairman and to receive the Vice Chairman's Declaration of Acceptance of Office**
3. **Apologies**
4. **Co-Option of Councillor**
5. **Declarations of Interests and Dispensations**
6. **Approval of the Minutes of the Dunchurch Parish Council Ordinary Meeting from 14th April 2025 and Minutes of the Annual Parish Council meeting from 13th May 2024**
7. **To agree the dates and venues for Parish Council meetings for the year 2025/2026**
8. **To appoint portfolio holders for Finance, Social Media, and the Library**

9. **Reports from Rugby Borough Councillor and Warwickshire County Councillor**

10. **Clerks Report of Activities including any appropriate correspondence**

11. **Planning update**
    To consider new planning applications and review planning decisions that have been determined.

12. **To report requests for information and FOI Requests**

13. **Speeding, dangerous driving and traffic in the parish**

14. **VE Day Celebrations**

15. **Finance and administration**
    a) To consider invoices and payments received
    b) Authorise payments
    c) To review the finance report
    d) To approve and review Standing Orders
    e) To review and agree signatories for bank accounts
    f) To review and approve variable Direct Debits
    g) To agree that the Parish Council meets the criteria for eligibility and to adopt the General Power of Competence.
    h) To review the Asset Register
    i) To review and adopt the Asset Register Policy
    j) To review and adopt the Health & Safety Policy
    k) To review and adopt the Financial Risk Assessment

16. **To agree the Dunchurch Parish Council response to the Preferred Options Consultation**

17. **To ratify donation made to Action for Dunchurch for printing and banners**

18. **To consider the purchase of two shelving units in the library**

19. **Donation request from St Peter's Church**

20. **To agree a contractor for the library cleaning contract**

21. **To agree a contractor for the Arkwright Park mowing contract**

22. **Update on the tree felling, Stocks Green, The Square**

**Date of the next Dunchurch Parish Council Meeting: Monday 9th June 2025**