

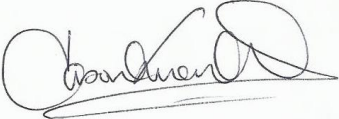
Washburn Parish Council

Clerk: Dr Jason Knowles PSLCC

E-mail: clerk@washburn-pc.gov.uk

To All Members of the Parish Council

Notice is given that the Annual Meeting of the Council will be held in
Norwood Social Hall, Norwood
at 7.15pm on
Monday 11th May 2026



Dr Jason Knowles
Parish Clerk
5th May 2026

PUBLIC PARTICIPATION

Notice is given that at the start of this meeting 15 minutes will be set aside for members of the public to address the committee on matters relevant to the meeting within the following rules:

- (a) **Members of the public wishing to speak are to have given prior notice to the Parish Clerk**
- (b) **Any member of the public invited to speak will be permitted to speak for no more than 5 minutes**
- (c) **In the event of more than 3 members of the public wishing to address the committee then priority will be determined by subject matter**

Cllr. Graham Hebblethwaite – Chair
Cllr. Jacqueline Davison – Vice Chair
Cllrs. Howard Barker, Andrew Campbell, Peter Green, Ann Johnson, Gillian Knox, Stephen Ryder,
Fiona Walkinshaw, Kevin Wilson

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AGENDA

1. **Election of Chair and Vice-Chair:** Nominations will be received for the Election of Chair and Vice Chair, followed by the signing of the Declaration of Acceptance
2. **Apologies:** Members will be asked to receive apologies and approve reasons for absence given by councillors
3. **Declarations of Interest:** To receive any declarations of interest not already declared under the Council's Code of Conduct or Members Register of Disclosable Pecuniary Interests and to consider and decide upon any applications for dispensation
4. **Minutes for approval:** Members are asked to confirm for accuracy only the Minutes of the meeting of: 2nd March 2026
5. **County Matters:** Members to receive an update on county matters
6. **Ongoing issues:** Members to receive information on any ongoing issues and decide further action where necessary:
 - 6.1 Kex Gill – Members to receive updates with regards to the works at Kex Gill
7. **Internal Audit:** Members to receive the outcome of the council's recent internal audit
8. **Annual Governance Statement:** Members will be asked to approve the Annual Governance Statement
9. **Annual Accounting Statement:** Members will be asked to approve the Accounting Statement for 2025/26
10. **Standing Orders and Financial Regulations:** Members to consider the Standing Orders and Financial Regulations
11. **Risk Assessment and Asset Register:** Members to consider the Risk Assessment and Asset Register

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12. Insurance: Members will receive details and consider the council insurance for 2026-2027

13. Council Policy Update: Members are asked to consider the following policies:

- Anti-Bullying and Harassment Policy
- Data and Information Policy Audit
- Freedom of Information Policy
- Grievance Policy
- Health and Safety Policy
- Home Working Policy
- Lone Working Policy
- Model Publication Scheme
- Records Management Policy
- Pensions Policy
- Whistleblowing Policy

14. Police Matters: Members will receive an update on crime data

15. Planning Applications: To consider and decide upon the following planning applications

15.1 26/00817/FUL - Change of use of stores/former stables to form holiday cottage, Stile Top Farm, Norwood

15.2 26/01714/FUL – Householder application for extension to infill porch to rear, installation of two rooflights to front elevation and installation of solar panels on roof to outbuildings to rear, Highfield Farm, Timble

16. Planning Decisions: Members are asked to note the attached decisions

17. Planning Appeal: To consider and decide upon the following planning appeal

17.1 26/00029/NREFLB Bland Hill Farm, Norwood – Proposed Detached Garage, Rear Extensions and Front Porch

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18. Correspondence received: Members to be informed of new correspondence received and consider any action where necessary

19. Highways Issues: Members to report on any Parish highways issues

20. Maintenance: Members to receive an update on maintenance issues and consider any works

21. Asset Inspections: Members to consider the Council asset inspection reports and consider any actions

21. Finance: Members will be asked to:

21.1 Approve details of the accounts for payment

21.2 To receive a bank reconciliation and budget comparison to 30th April 2026

22. Next Meeting

22.1 To notify the clerk of matters for inclusion on the agenda of the next meeting by 15th June 2026

22.2 To confirm the date of the next meeting as Monday 6th July 2026 at 7.30pm in The Robinson Library, Timble