

The Sampfords Parish Council

KEVIN KELSON

Clerk & RFO

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Village Hall, Great Sampford,
Saffron Walden, CB10 2RL

All members of **THE SAMPFORD'S PARISH COUNCIL** are summoned to attend a **MEETING OF THE FULL PARISH COUNCIL** to be held at **The Sampfords Village Hall** on **19th May 2026 AT 7:15 PM** for the transaction of the business as set out below.

AGENDA

26/020 Apologies for Absence

26/021 Public Forum

The Public and Press are welcome to attend in accordance with the following council policies & procedures: Those wishing to speak or raise any issue are requested to do so at the public participation session at the beginning of the meeting with respect to items on the agenda and other matters that are of mutual interest. In accordance with Standing Order 3(f) the maximum time allowed for this item is 15 minutes and in accordance with standing order 3 (g) a member of the public shall not speak for more than three minutes. At the close of this item members of the public will no longer be permitted to address the council. In accordance with standing order 3(h), a question shall not require a response at the meeting nor start a debate on the question. The chair of the meeting may direct that a written or oral response be given.

26/022 Members' Declarations of interest

To declare the existence and nature of any Disclosable Pecuniary Interest, other Pecuniary Interest or Non-Pecuniary Interest relating to items on the agenda having regard to the Code of Conduct for Members and having taken appropriate advice where necessary before the meeting. Please note: When Council starts to discuss any item on the agenda, where a member has an interest, the member with that interest must have regard to the Code of Conduct and make the necessary disclosure and where appropriate leave the meeting. Members with prejudicial interests will also not be permitted to speak and address the council on those interests.

26/023 Minutes

To approve the minutes of the Council meeting held on 21st April 2026 as a true record.

26/024 District & County Councillors Reports

To receive reports from both District and County councillors, discuss and agree any actions (if any)

26/025 Clerk's Report

To receive reports from the Clerk, discuss and agree any actions (if any)

26/026 New Councillor Application

Council to agree / approve application

25/027 End of Year / AGAR 2025/26

- i. Year End Accounts to be approved, signed, dated and minute reference added
- ii. Statement of Accounts to be approved, signed, dated and minute reference added
- iii. AGAR Section 1 - Annual Governance Statements to be approved, signed, dated and minute reference added
- iv. AGAR Section 2 – Accounting Statements to be approved, signed, dated and minute reference added
- v. AGAR Section 2 – Accounting Statements Explanation of Variances to be approved, signed, dated and minute reference added

- vi. Proposed dates for Notice of the Period for the Exercise of Public Rights to be agreed and approved by the council
- vii. VAT Return – Form 126 schedule to be approved, signed and dated
- viii. Asset Register to be approved, signed, dated and minute reference added
- ix. General Reserves to be to be approved, signed, dated and minute reference added

26/028 Finance

Current Account Balance as of: 30/04/2026: £ 18,447.82
 Reserves Account Balance as of: 30/04/2026: £ 12,519.37

- Approve and authorise any payments for this month.

26/029 Planning

- Receive report and decide what actions (if any) with regards to any parish applications for planning.

26/030 Grants

- Receive report and decide what actions (if any) with regards to:
 - Sampfords on Sustainability,
 - The 2025-26 London Stansted Airport Community Award
 - Community Grants from UDC

26/031 Closed Churchyard

- Receive update and decide what actions (if any) with regards to repositioning tombs and levelling area.

26/032 Recreation Ground

- Receive report and decide what actions (if any) with regards to the Recreation Ground

26/033 Grass Cutting and Trees

- Receive update and decide what actions (if any) with regards to grass cutting in the villages.

26/034 Highways and Footpaths

- Receive update and decide what actions (if any) with regards to Highways & Footpaths

26/035 Church Clock

- Receive update and decide what actions (if any) with regards to future repairs / maintenance

25/036 Liaison with the Village and Village Organisations

- Receive update (if any) regarding activity with Village organisations.
- Receive update (if any) regarding Speed Watch activity

26/037 Village Hall

- Receive update and decide what actions (if any) with regards to the revision of the agreement

26/038 Matters to be Raised by Members for the Next Agenda

Please note that no decisions can lawfully be made under this item. LGA 1972 section 12 10(2) (b) states that business must be specified; therefore, the Council cannot lawfully raise matters for decision.

26/039 Next Parish Council Meeting

16th June 2026

26/040 Meeting Close

Signed... Kevin Kelson ... Clerk & RFO Dated 7th May 2026.