

# **BIRTSMORTON PARISH COUNCIL**

Notification of annual meeting of Birtsmorton Parish Council to be held  
on **Thursday 11 May 2026 at Castlemorton Parish Hall, Armitage Room**

## **Draft Agenda**

**Before the start of the meeting any members of the public present will be invited to speak and their views will be noted and discussed by the Council during the meeting under the appropriate agenda topic. (Duration: 15 minutes)**

1. Election of chairman and signing of declaration of office.
2. Election of Vice Chairman
3. To consider apologies and approve reasons for absence
4. Declarations of Interest
  - i. **Register of Interests.** Councillors are reminded of the need to update/complete register of interests.
  - ii. **To declare any Disclosable Pecuniary Interests (DPI) and/or Other Disclosable Interests (ODI) in items on the agenda and their nature.**
  - iii. **To consider written requests from councillors for the council to grant a dispensation (S33 of the Localism Act 2011) for those with Disclosable Interests to take part in discussions or voting. (Written requests to be with the clerk at least 4 clear days prior to a meeting.)**
5. Confirmation of minutes of 9 March 2026
6. Matters arising
7. Finance: Annual Return for year ended March 2026 a) i) Certificate of Exemption  
ii) To approve: Section 1: Annual Governance Statement & Section 2: Accounting Statement 2025/26.  
b) To consider and approve payments due/made since 9 March 2026 and to receive update on current financial situation
8. Policy Update
9. To discuss and update on highways/drainage/flooding issues within the Parish and lengthsman.  
*(Noted that under the proposed SDWP Review Rye Steet settlement changes village category from Open Countryside to Category 4)*
10. Nutshell Agreement for 2026-27
11. Planning – report on planning applications & decisions.
12. Correspondence – items of correspondence
13. Councillor Responsibilities
14. Confirmation of the date of the next meeting. **September 2026**