



**AGENDA FOR THE ANNUAL GENERAL MEETING OF
WORLINGWORTH PARISH COUNCIL
TO BE HELD AT THE COMMUNITY CENTRE
WEDNESDAY 20TH MAY 2026 at 7.30pm**

*The Council, members of the public and press may record/film/photograph
or broadcast this meeting when the public and press are not lawfully excluded.
Members of the public are welcome at this meeting – see item 5 on agenda*

1. **Appointment of Chair**
2. **Apologies for Absence**
3. **Declaration of Interests.** *To receive disclosures of personal and prejudicial interests from members on matters to be considered at the meeting. The disclosure must include the nature of the interest. If an interest becomes apparent to a member during the course of a meeting that has not been disclosed under this item, the member must immediately disclose it.*
4. **Public Forum** *At the discretion of the Chairman, members of the public are invited to ask questions or make comments/representations about issues on this agenda, or to request items be put forward for consideration at future meeting. This item will be restricted to no more than 5 minutes per contribution. Members of the public are welcome to stay for the duration of meeting (with the exception of confidential matters) but may not contribute within the Parish Council meeting itself unless specifically invited to by the Chairman.*
5. **Updates from County & District Councillor**
6. **Minutes of previous meeting.** *To resolve that the minutes of the Parish Council Meeting held on Wednesday 15th April 2026 be signed as a correct record.*
7. **Matters arising and Action Points**
8. **Planning:**
 - a. *To consider any planning applications which have been submitted since the last meeting:*
 - i) *DC/26/01549 - Application under Section 73 of The Town and Country Planning Act 1990 - Variation of Condition 2 (Approved Plans and Documents) and Condition 3 (Biodiversity Enhancement Measures) of planning permission DC/24/01569 dated: 30/05/2024 - Erection of single storey front extension; Erection of single storey rear extension, raise roof and conversion of garage to additional living accommodation; Construction of rear dormer extension. 2 Stanway Green Farm Bungalows, Stanway Green, IP13 7NY*
 - ii) *DC/26/01920 Proposal: Application to determine if Prior Approval is required for a proposed Change of Use of Agricultural Buildings to Dwellinghouses (C3) and for building operations reasonably necessary for conversion. Town and Country Planning (General Permitted Development) (England) Order 2015 as amended Schedule 2, Part 3, Class Q - Conversion of an agricultural building to 3no. dwellinghouses. Newton Meadow, Land Adj. to Oaklyn, Fingal Street, IP13 7HR*
 - b. *To consider any planning applications that have been submitted since agenda published.*
 - c. *Updates and outcomes on previous planning applications:*
 - i) *DC/26/01046 - Application to determine if prior approval is required for a proposed: Installation of other Solar Photovoltaics (PV) equipment on the Roofs on Non-domestic Buildings. The Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) Schedule 2, Part 14, Class J. Solar PV to multiple elevations. 30mm deep module fixed to 50mm high aluminium profile. Home Farm, Newtown, IP13 7H – Prior Approval is Not Required*
9. **Parish Council Activities & Projects**
 - a. *Footpath Warden Report*
 - b. *Tree Warden vacancy*
 - c. *Report on Village Spring Clean*
 - d. *To re-adopt Standing Orders*
 - e. *New Policy Adoptions*
 - i) *Grants & Donations*
 - ii) *Safeguarding*
 - iii) *Equality & Diversity (new NALC Model)*
 - iv) *Dignity at Work*
 - f. *Policy Reviews:*
 - i) *Data Protection (to include Retention & Privacy)*
 - ii) *Media Policy (to include recording at meetings)*
 - iii) *Expenses Policy*

10. Finance

- a. *To review the Financial Statement for the month, as supplied by the Clerk*
- b. *To approve CIL Statement for period 2025-2026 for submission*
- c. *To approve Annual Governance Statement for Accounting Period 2025-2026*
- d. *To approve the Accounting Statements for 2025-2026*
- e. *To accept Internal Auditors Report & Recommendations*
- f. *To appoint Internal Auditor for 2026-2027*
- g. *To confirm dates for the Notice for the Period for the Exercise of Public Rights in 2026*
- h. *To consider applications for funding: None*
- i. *To agree payments as detailed on Payment Schedule*

11. Feedback from External Meetings

12. Urgent Matters to be brought to the attention of the Council

*Councillors are requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to **raise items for future agendas**. Councillors are respectfully reminded that this is not an opportunity for debate or decision-making*

Sarah Clare, Parish Clerk

14/05/2026