

# Stoke Albany Parish Council

Chair: Councillor David Benson  
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Clerk: Mrs Justina Medwell  
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## AGENDA

### **Stoke Albany Parish Council Annual Meeting Number 2605**

To be held at 7.00 pm on Tuesday 5<sup>th</sup> May 2026 in Stoke Albany Village Hall

Members of the public are welcome to attend, however verbal representations will not be taken at this meeting. Any members of the public who wish to make representations to the Council concerning any items on this agenda, are asked to do so in writing to the Clerk by 5pm of the day before the meeting.

#### Opening Procedures

01. Outgoing Chair's opening remarks
02. To note attendance and determine the quorum.
03. Election of Chair
04. Election of Vice Chair
05. To receive any apologies for absence.
06. To receive any declarations of interest or changes to the members' register of interests.
07. To verify the minutes of the previous meeting on 3<sup>rd</sup> March 2026.

#### Reports

08. To receive reports of any new information from NNC Councillors (if present).
09. To receive reports of any new information from SAPC Clerk & Councillors.
10. To receive reports of any new information from the Climate and Nature Champion

#### Representations

11. To receive written representations from any members of the public submitted before the meeting.

#### Projects

12. To review progress on outdoor gym / play area (Section 106) project

#### New Items

13. To consider a donation to the Parochial Church Council towards the Flying Fortress Memorial.
14. To consider replacement/refurb of village name signs on approach roads
15. To review HGV signage on approach roads
16. To consider house-calls to collect contact email addresses

#### End of Year Accounts

17. Annual Governance and Accountability 2025/26– Approval of Exemption Certificate
18. Approval of Annual Governance and Accounting Statements 2025/26
19. Internal Audit Report

#### Meetings Management

20. To consider the date of the next meeting 7<sup>th</sup> July 2026
21. To review matters arising from previous meetings.
  - a) Update on Wilbarston Solar Farm
22. To consider priorities for the next meeting cycle.

#### Banking

23. To review and verify the bank statement.
24. To review and verify the statement of accounts.
25. To consider approval of any invoices.