

# Astley Parish Council

N O R T H   W A R W I C K S H I R E

You are hereby summoned to attend  
**Astley Parish Annual Council Meeting**  
on Thursday 21<sup>st</sup> May 2026 at 7.30pm  
in The Reading Room, Castle Drive, Astley

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## Agenda

1. Election of Chairman
2. Chairman to sign Declaration of Acceptance
3. Apologies for absence
4. To note that minutes of previous Annual Council meeting were approved 17/07/25 and there are no outstanding matters to be resolved.
5. To note- Policies requiring annual review
  - 5.1. Risk assessment: policy adopted March 2026 and confirmation of this to be made prior to AGAR submission
  - 5.2. Standing orders were reviewed Jan 2026
  - 5.3. Financial regs were reviewed Nov 2025
  - 5.4. Website Accessibility statement to be approved
6. Confirmation of annual insurance requirements (pdf)
7. To confirm asset register is correct for AGAR records (pdf)
8. Review and sign Annual Governance statement 2025-26
9. To note the Internal Auditor's report 2025-26
10. To note the accounts for year ending March 31<sup>st</sup> 2026
11. Sign minutes of previous Ordinary Council meeting held 19<sup>th</sup> March 2026
12. Matters raised from previous meeting minutes
  - 12.1. Ongoing issues with potholes
  - 12.2. Fencing opposite the nursery and near pool near repairing
  - 12.3. Parked cars obstructing road users

13. Community grant request- Astley PCC (email)
14. Response from MP- speeding issues in village (email)
15. If Adam Weaver from Arbury Estate is present:
  - 15.1. Discuss Flagpole grant opportunity (email)
  - 15.2. Options for a post box on Reading Room
16. Update to feedback re resident email on impact of Severn Trent works on footpaths
17. To note- deposition of old minute books to Warwick record office for safe keeping
18. Finance:
  - 18.1. Financial report from Clerk
  - 18.2. Cheques for approval and signing by Councillors (including clerk salary/SSL certificate/domain/hosting/email/WALC subs/groundsman),
  - 18.3. To note renewal of ICO certificate.
19. Forthcoming meeting dates for Ordinary meetings to be discussed (email)
  - 9<sup>th</sup> July (was originally proposed as 16<sup>th</sup>)
  - 17<sup>th</sup> September
  - 19<sup>th</sup> November
  - 21<sup>st</sup> January
  - 18<sup>th</sup> March
  - 20<sup>th</sup> May
20. Councillors' report and items for future agenda (Councillors can use this opportunity to report minor matters of information not previously included on the agenda. This should not be used as an opportunity for debate or decision making.)

**The next meeting will be held (date TBC) July 2026 at 7pm  
in The Reading Room, Castle Drive, Astley.**

Signed

*Helen Billington*

Clerk to the Council

[clerk@astleyparishcouncil.org.uk](mailto:clerk@astleyparishcouncil.org.uk)

12<sup>th</sup> May 2026