Dear Sir/Madam

I hereby give you notice that the **ANNUAL** meeting of Bramley Parish Council will be held on Tuesday 12th May 2026 in the Parish Hall, Cross Street, Bramley, S66 2SA, at **7.00 pm** and you are hereby summoned to attend.

Members are reminded that under the Council's Code of Conduct, it is a Councillor's duty to familiarise him or herself with the rules of personal conduct by which Councillors must conduct themselves in public life. In addition, Members should review their personal circumstances on a regular basis with these rules in mind **AND** bearing in mind the matters listed on the Agenda for discussion at this meeting.

Members are also reminded that a member must, within **28 days** of becoming aware of any changes to their **INTERESTS**, provide written notification to the Council's Monitoring Officer via the Clerk to the Council.

This meeting is open to the public by virtue of the Public Bodies (Admission to Meetings) Act 1960 s1.

Yours sincerely

Tricia Smith
Clerk and RFO
Bramley Parish Council

ANNUAL PARISH COUNCIL MEETING

TUESDAY 12th MAY 2026, 7.00 PM

PARISH HALL, CROSS STREET, BRAMLEY, S66 2SA

A G E N D A

1. To appoint a Chairman for the Council year 2026/27 and to receive the Chairman's Declaration of Acceptance of Office

2. To appoint a Vice Chairman for the Council year 2026/27 and to receive the Vice Chairman's Declaration of Acceptance of Office

3. To receive and accept apologies and reasons for absence

4. To receive declarations of personal and pecuniary interest[i]

5. To resolve if members of the press and public are to be excluded from any agenda items of the meeting due to the nature of the business to be transacted. Under Public Bodies (Admission to Meetings) Act 1960, S1 (2))

PUBLIC PARTICIPATION

6. To authorise the Chairperson to sign the minutes of the Ordinary Parish Council Meeting held on Tuesday 14th April 2026

7. To consider the LGA Code of Conduct and agree adoption or further action if necessary (attached)

8. To agree the updated Standing Orders for 26/27

9. To agree the updates Financial Regulations for 26/27

10. To agree the review of the Committees to be;

    10.1 General Purposes Committee (Allotments, Cemetery and Landscaping)

    10.2 Events & Recreation Committee (Events, Play Areas)

    10.3 Finance and Staffing Committee

10.4 Scrutiny Committee

11. To appoint a Chairperson for the General Purpose Committee for 2026/27 in line with Standing Orders 4d iv and appoint committee members.

12. To appoint a Chairperson for the Events & Recreation Committee for 2026/27 in line with Standing Orders 4d iv and appoint committee members

13. To appoint a Chairperson for the Finance & staffing Committee for 2026/27 in line with Standing Orders 4d iv and appoint committee members

14. To appoint a Chairperson for the Scrutiny Committee for 2026/27 in line with Standing Orders 4d iv and appoint committee members

15. To agree the meeting schedule for the Ordinary and Committee Meetings 2026/2027 (attached)

16. Review inventory of land and assets

17. Review Insurance cover

18. Review the Regular Contractors List

19. Review Direct Debits

20. Review Risk Register

21. Review of Policies Schedule

22. To confirm the date of the next Ordinary Parish Council meeting of 9th June 2026 at 7.00pm

Bramley Parish Council

[i] [i] *A Councillor is at risk of prosecution for committing criminal offences in s.34 of the 2011 Localism Act if they, without dispensation, participates or votes on a matter being considered in which they have a disclosable pecuniary interest (s.31(4) of the 2011Act). Or written notification of such DPI has not already been given to the Monitoring Officer and the member does not provide written notification of the interest to the Monitoring Officer with 28 days of the meeting (ss.31(2) and (3) of the 2011 Act. Or they knowingly or recklessly provide false or misleading information about the above (s.34 (2) of the 2011 Act).*