

# LOWER SAPEY PARISH MEETING

The Annual Meeting of Lower Sapey Parish will be on

Thursday 15<sup>th</sup> May 2025 at 7:30pm

To be held in St Bartholomew's church Harpley

This "Annual Meeting" is being held to provide for the election of officers  
and agree the procedure for the Audited  
Annual Governance and Accountability Return

## AGENDA

1. Election of Chair for 2025 - 2026
2. Acceptance of apologies for absence
3. Election of Vice Chair for 2025 - 2026
4. Annual report of Chair for 2024 - 2025
5. Approval of the minutes of a meeting held on 19<sup>th</sup> January 2025  
and any matters arising
6. Financial matters:
  - a. Approval of accounts ending 31<sup>st</sup> March 2025
  - b. Bank balance as of 15<sup>th</sup> May 2025
  - c. Review of payments and receipts
  - d. Defrayed service cost for clerk's duties
  - e. Expenses relating to administration
7. County and District councillor report
8. Parish Lengthsman Scheme
  - a. Tasks to be undertaken
9. Highways matters for consideration
10. Planning Matters for consideration
11. Correspondence
12. Policing matters
13. Any other parish business
14. Date of next meeting