

# **TERRINGTON ST JOHN PARISH COUNCIL**

## **Serving the villages of Terrington St John and St John's Fen End**

### **Parish Councillors**

Chair: Cllr Angela Bishop    Vice Chair: Cllr Jo MacCallum  
Cllr Aidan Hoey    Cllr Bob Dye    Cllr Jillian Ware    Cllr Marc Knight  
3 Vacancies

Gail Robinson – Parish Clerk  
Mobile: 07386272697  
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24th June 2026

I hereby give you notice that the **Ordinary Parish Council meeting of Terrington St John Parish Council** will be held on Wednesday 1<sup>st</sup> July 2026 at 7.00pm at **Terrington St John, St John's Church, Church Road**. All members of the Parish Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder.

- 1. To record the names of those present**
- 2. To record the number of vacancies and consider co-option applications**
- 3. To consider accepting apologies for absence**
- 4. To record declarations of personal and/or prejudicial interest from members in any item to be discussed and consider any requests for dispensations**
- 5. To approve the minutes of the last ordinary council meeting held Wednesday 10<sup>th</sup> June**
- 6. To allow public participation – to include information from developers, Police representatives, or any other person invited to speak**
- 7. To receive reports from Borough and/or County Councillors**
- 8. To receive the Clerk's report, including matters arising from last month's meeting**
  - Update regarding pharmacy defibrillator
  - Street lighting
  - Hedge overhanging footpaths
  - Update on village grounds maintenance
  - Update on damaged bus stop post
- 9. To receive and consider reports and updates from Councillors regarding the areas they have been delegated to take a lead responsibility on previously**
  - a) Cllr Dye:
  - b) Cllr Bishop:
    - Planning (other link Cllr MacCallum)
    - Village Hall Committee (other link Cllr Ware)
    - Pass wide and slow event
  - c) Cllr Hoey:
    - SAM2
    - Police

- d) Cllr MacCallum:
  - Internal audit control
  - TSJ Consolidated Charity
  - Planning
- e) Cllr Ware:
  - Village Hall committee
- f) Cllr Knights
  - Asset management
  - Data protection

#### **10. To consider financial business**

- a) To receive bank account balances as at date of meeting and bank reconciliations for 30<sup>th</sup> June 2026
- b) To receive details of income received
- c) To consider the recommended payments
- d) To consider net position and budget
- e) To consider church donation request
- f) To consider CIL allocation for 2025/26
- g) To confirm the completion of the review of the effectiveness on internal controls
- h) To consider and approve the Financial Regulations
- i) To consider the Risk Management Policy
- j) To consider and approve the list of Assets
- k) To carry out the following AGAR related items for the financial year 2025/26
  - i. Confirm the Annual Internal Audit is received and noted
  - ii. Confirm the Annual Governance Statement (Section 1)
  - iii. Confirm the Accounting Statements (Section 2)
  - iv. Following approval, the Chair signs the Annual Governance Statement and Accounting Statements
  - v. The Chair sets the commencement date for the exercise of public rights
  - vi. The Chair directs the Clerk to send the following items to the External Auditor:
    - The Annual Internal Audit Report
    - The Annual Governance Statement
    - The Accounting Statements
    - An analysis of any significant year on year variances
    - A bank reconciliation as at 31 March 2026
    - Details of the arrangements for exercise of public rights
  - vii. The Chair directs the Clerk to publish on the Parish Council website the following items:
    - The Annual Internal Report
    - The Annual Governance Statement
    - The Accounting Statements
    - A declaration that that accounts are as yet unaudited
    - Details of the arrangements for the exercise of public rights
    - The name and address of the External Auditor

**11. To consider planning matters**

a) Applications

Any applications that appear on the Borough Council planning portal up to the date of the meeting that require the consultation of the Parish Council will be considered by the Councillors at their scheduled meeting, even if they are not listed on the agenda.

b) Address notification

c) Correspondence

**12. To receive general correspondence via email during the month and consider any further actions required:**

**13. To receive update regarding the Phase 5 of the School Road footpath**

**14. To ratify decisions made by email/phone calls during the month**

**15. To receive items for next month's agenda**

**16. Date and time of Parish Council Meeting – Will be held on Wednesday 2<sup>nd</sup> September 2026 at 7.00pm,**

**17. To resolve on the moving into a closed session, on the grounds of confidentiality in accordance with the Public Bodies Admission to Meetings Act 1960 s.1(2)**

Terrington St John Parish Council welcomes the public and press to its meetings. The public and press can address the Parish Council during the Public Participation agenda item. However, the law does not permit members of the public to take part in the debates.

Signed: Gail Robinson

Date: 24<sup>th</sup> June 2026