




YOU ARE HEREBY SUMMONED to attend the **ANNUAL MEETING OF THE PARISH COUNCIL** at Rooksdown Community Centre, RG24 9XA at **7.30pm on Thursday 21st May 2026** for the purpose of considering and resolving upon the business set out in the following agenda.

To press and members of the public: You are welcome to attend the meeting and address the Parish Council during Public Participation only. Total time allocated for this session is 15 minutes. Questions should be sent in advance to the Clerk by email.

Signed: 
 Tracy Hamer – Clerk & RFO
parish.clerk@rooksdwn.org.uk
 15th May 2026

01/26	Appointment of Chairman Receipt of Chairman's Declaration of Acceptance Form
02/26	Appointment of Vice-Chairman Receipt of Vice-Chairman's Declaration of Acceptance Form
03/26	Apologies for absence To receive and record apologies for absence from Parish Councillors.
04/26	Declarations of Interest To receive declarations from members of any disclosable pecuniary or other interests on matters to be considered at the meeting and to receive any associated dispensations or requests.
05/26	Approval of the Minutes To approve the minutes of the following meeting: <i>Full Council - Monday 23rd March 2026 - Items 89/26 to 101/26</i> <i>Confidential Session - Monday 23rd March 2026 - Item 100/26</i>
06/26	Matters Arising <ul style="list-style-type: none"> Update on the March meeting regarding Section 106 expenditure, and confirmation of the Parish Council's contribution to the proposed built-up path on land near Parklands Hospital.
07/26	Public Session – 15 minutes An opportunity for members of the public to bring matters to the attention of the Council.
08/26	To receive reports from: <ul style="list-style-type: none"> Chairman Rooksdown Parish Council County Councillor Borough Councillors Rooksdown Community Association Police/PCSO/CSPO

	<ul style="list-style-type: none"> Allotments 																						
09/26	<p>Finance and governance</p> <ul style="list-style-type: none"> To receive and approve the Bank Reconciliation Reports for March and April 2026. To note any emergency spends authorised by the Clerk. To review and approve the schedule of payments for May 2026. To confirm there is no conflict of interest with BDO LLP. To review and formally note findings following the Internal Audit dated 14th April 2026 To review and approve AGAR Section 1 - Annual Governance Statement 2025/26. To review and approve the AGAR 2025/26 Section 2 Accounting Statements and note the dates set for the period for the exercise of public rights will commence on Wednesday 3rd June 2026 and end on Thursday 14th July 2026. Confirm insurance renewal dated 1st June 2026. 																						
10/26	<p>Planning Nil.</p>																						
11/26	<p>Events</p> <ul style="list-style-type: none"> Action Day Rooksdown Reporter 																						
12/26	<p>To agree 2026/27 Rooksdown Parish Council Meeting Dates</p> <table border="1"> <tr> <td>June</td> <td>22nd</td> </tr> <tr> <td>July</td> <td>27th</td> </tr> <tr> <td>August</td> <td>no meeting</td> </tr> <tr> <td>September</td> <td>28th</td> </tr> <tr> <td>October</td> <td>26th</td> </tr> <tr> <td>November</td> <td>30th</td> </tr> <tr> <td>December</td> <td>no meeting</td> </tr> <tr> <td>January</td> <td>25th</td> </tr> <tr> <td>February</td> <td>22nd</td> </tr> <tr> <td>March</td> <td>22nd</td> </tr> <tr> <td>April</td> <td>26th</td> </tr> </table>	June	22 nd	July	27 th	August	no meeting	September	28 th	October	26 th	November	30 th	December	no meeting	January	25 th	February	22 nd	March	22 nd	April	26 th
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13/26	<p>To appoint members to the following committees and working groups</p> <ul style="list-style-type: none"> HR Committee (to include review of TOR's) Allotments working group Events working group Christmas lighting cost –Festive Lighting Pillar on Rooksdown Avenue 																						
14/26	<p>To review and confirm delegation arrangements to committees and clerk</p>																						
15/26	<p>To agree Council memberships and subscriptions to the following:</p> <ul style="list-style-type: none"> HALC/NALC RBS Rialtas Microsoft 365 																						
16/26	<p>Consultations Nil.</p>																						
17/26	<p>CONFIDENTIAL MATTERS</p>																						

18/26	Admission to meeting to pass a resolution in accordance with the public bodies (Admission to meetings) act 1960 to exclude the public and press from the remainder of this meeting as publicity will be prejudicial to the confidential nature of the business. To discuss matters of a commercial nature.
19/26	Date of Next Meeting To confirm the date of the next Parish Council meeting - Monday 22 nd June 2026.

Supporting Items can be accessed via the council website under [Council Documents/Agendas](#) or scan the QR code.

