



## Combs Parish Council

I hereby give notice that the Combs Parish Council Annual Meeting will be held on Monday 13<sup>th</sup> April 2026 at 7.30pm at Battisford & District Cricket Club

*The Public and Press are cordially invited to be present. The order of business may be varied at the Chairman's discretion.*  
All members of the 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 below.

Signed:  Clerk

**PLEASE NOTE: All members of the public who wish to attend are asked to contact the clerk on [combsparishcouncil@gmail.com](mailto:combsparishcouncil@gmail.com) or 01449 678005 at least 24 hours prior to the start of the meeting.**

- 2604-01 Apologies for absence
- 2604-02 Declarations of Interest/Declarations of lobbying / Declarations of gifts and hospitality
- 2604-03 Public Forum
- 2604-04 To agree and sign minutes of meeting held on Monday 9th March 2026
- 2604-05 Clerk's Report
- 2604-06 Action Points Review
- 2604-07 Chairman's Report
- 2604-08 County Councillor's Report
- 2604-09 District Councillor's Report
- 2604-10 Planning Applications for Consideration
  - (a) DC/26/01226 - 7 Model Farm – Replacement timber windows and front door
  - (b) DC/26/01250 - Dots Cottage – Construction of rear porch
  - (c) DC/26/01180 - 7 Model Farm - Application for Listed Building Consent - 1no. new opening formed in original brickwork wall (expose and enlarge existing opening); modern partition walls removed and altered and new partition walls installed; 2no. bathrooms relocated to adjacent areas; 1no. new single bedroom formed; 1no. existing doorway infilled to create hallstorage closet; Replacement of windows and doors like for like
- 2604-11 Finance
  - (a) Accounts Review – Budget analysis, Monthly Statement and Bank Reconciliation
  - (b) To confirm new salary payment schedule for the Clerk
  - (c) Payments to hand
    - (i) Clerk's salary and NI payment
    - (ii) Electricity for street lights - Direct debit for March usage TBC
    - (iii) Monthly bank service charge - £7.00
    - (iv) Newsletter printing £393.75
    - (v) Refurbishment of bench £954.48
    - (vi) ICO – annual fee paid by direct debit £47.00
  - (d) Internal Audit Update
  - (e) Review and agree AGAR
  - (f) Review and agree CIL report
  - (g) Review and agree Assets Register
  - (h) Review and agree Risk Assessment and Financial Management report
- 2604-12 To agree and sign Internal Control Statement (report was agreed and signed at the March meeting, but not the statement)
- 2604-13 To review and agree the revised IT & Email policy

**The minutes for this meeting will be made available on our website [www.combsvillage.org.uk/parish-council](http://www.combsvillage.org.uk/parish-council)**

Date and time of next meeting, including Annual Parish Meeting – Monday 11<sup>th</sup> May 2026 @ 7.00pm  
Battisford & District Cricket Club



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- 2604-14 To consider the training requirements for the Councillors and Clerk
- 2604-15 Update on notice boards project and funding
- 2604-16 Update on cemetery maintenance planning
- 2604-17 Decision on the storage of the council-owned safe
- 2604-18 To consider the agenda for May's annual meeting including the election of Chair and Vice-chair
- 2604-19 Other correspondence and items for next agenda

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