

**Dear Councillor**

**April 28th, 2026**

**You are summoned to attend the AGM followed by an Ordinary meeting of Little Ribston Parish Council, to be held on **Tuesday May 5<sup>th</sup>, 2026, at 7pm at St Helen's Church****  
**Melanie Spencer (clerk)**

## **AGENDA**

- 1 To consider any apologies received and approve the reason for absence.
- 2 To consider apologies and approve the reason for absence.
- 3 To appoint a Chairman and Vice-Chairman to Little Ribston Parish Council.
- 4 To note that the Chairman, Vice- Chair and Councillors have signed the acceptance of office form.
- 5 Chairman's Report.

### **6 DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS**

To receive disclosures by members of any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and any other relevant interests under the Members' Code of Conduct and to receive and decide upon requests for dispensations to councillors to take part in discussions and votes where they have declared disclosable pecuniary interests.

- 7 To confirm the minutes of the meetings held on the 13<sup>th</sup> January 2026 are a true and correct record.

### **8 RFO Report**

- 8.1 To approve invoices for payment [Appendix 1](#)
- 8.2 To note payments made and received [Appendix 2](#)
- 8.3 To approve bank reconciliation to March 31<sup>st</sup> 2026 [Appendix 3](#)
- 8.4 To discuss and note the receipts and payments [Appendix 4](#)
- 8.5 To note internal checks
- 8.6 To approve and sign exemption certificate for external audit 2025/2026
- 8.7 To approve and sign section 1 of AGAR
- 8.8 To approve and sign section 2 of AGAR
- 8.9 To approve the dates for public access of financial documents relating to the AGAR

- 9 To consider questions from the public (limited to 5 minutes if time permitting)
- 10 To consider and note correspondence received and decide action where necessary
- 11 To notify the clerk of matters for inclusion on the agenda of the next meeting
- 12 To confirm the date of the next meeting in July