

Flamborough Parish Council



Chair: Councillor Andrea Hanson
Clerk to the Council: Becky Clark
www.flamborough-pc.gov.uk



Enquiries to: Becky Clark
Email: clerk@flamborough-pc.gov.uk
Tel Direct: 07474 681368
Date: Wednesday 28 May 2025

Dear Councillor,

You are summoned to a meeting of the Flamborough Parish Council, which is to be held on **Monday 2 June 2025 at 7.30pm** in the WI Hall, South Sea Road.

If you are unable to attend the meeting, please inform the Clerk at the earliest opportunity.

Members of the public are welcome to join the meeting and may address the Council during the Public Participation Session only.

I would like to take this opportunity to remind you that notification of any items to be added to the next agenda should be submitted to this office no later than one week before the next meeting.

Signed: *B Clark*

AGENDA

1 Apologies for Absence

To receive any apologies for absence.

2 Declaration of Interests

- a) Councillors are required to declare any pecuniary or non-pecuniary interests they may have in **any items on the agenda** together with the nature of the interest;
- b) To note dispensations given to any member of the Council in respect of the agenda items below.

3 Public Participation Session (15 minutes)

Members of the public are welcome to address the Council during this period only.

4 Minutes

- a) to authorise the Chair to sign the minutes of the meeting held on 12 May 2025;
- b) to receive for information only, a copy of the minutes of the Annual Parish Council meeting held on 12 May 2025.

5 Council Actions

To review actions agreed at the previous meeting.

6 **Report of the Clerk**

To receive the Clerk's report.

7 **Questions or Reports from Councillors**

8 **Planning Applications**

To note that no planning applications have been received for consideration.

9 **Accounts**

To consider the May 2025 Schedule of Transactions for approval.

10 **Annual Internal Audit Report 2024/25**

To receive the Annual Internal Audit Report.

11 **AGAR Section 1 – Annual Governance Statement 2024/25**

To consider the Annual Governance Statement for approval.

12 **AGAR Section 2 – Accounting Statements 2024/25**

To consider the 2024/25 Accounting Statements for approval.

13 **Scribe Software Accounts Package**

To receive a business case and product sheet from Scribe and to consider a quote for the accounts package for approval.

14 **Trees – Woodland Trust**

To receive correspondence from the Woodland Trust and consider a proposal for utilising free trees in Flamborough.

15 **Correspondence**

To note that the following correspondence has been received:

- An email from a member of the public running a craft fair requesting permission to put up a sign (forwarded 20 May 2025).

16 **Future Meetings**

To note the date and time of future meetings:

Monday 7 July 2025 at 7.30pm;
Monday 1 September 2025 at 7.30pm;
Monday 6 October 2025 at 7.30pm;
Monday 3 November 2025 at 7.30pm;
Monday 1 December 2025 at 7.30pm.