



# Snitterby Parish Council

**Mandy Coote - Parish Clerk**  
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Dear Councillor

## Meeting of the Parish Council

You are hereby summoned to attend a Meeting of Snitterby Parish Council to be held in the Village Hall on **Thursday 20<sup>th</sup> November 2025 7.30pm**

The business to be dealt with at the meeting is listed in the agenda.

Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. This must be done in the Public Questions item, and members of the public cannot interrupt the business of the meeting at other times, unless Standing Orders are suspended by the Chair of the Council.

The Council supports the rights of anyone to record this meeting but advises that anyone so recording cannot disrupt the meeting, by means of recording, and expresses the hope that the person (or persons) carrying out the recording have obtained the necessary legal advice, for themselves, to ensure they understand the rights of anyone present who does not wish to be filmed or recorded.

Any comments or queries that you want to raise about the Village may be raised through:  
[clerk@snitterbyparishcouncil.gov.uk](mailto:clerk@snitterbyparishcouncil.gov.uk)

Mandy Coote, Clerk to the Council, 13<sup>th</sup> November 2025

## Agenda

Agenda Number	Item
1	<b>Welcome from the Chair and Public Questions</b> Members of the public may ask questions in respect of any item of business included in the agenda. The period of time which is designated for public participation shall not exceed 15 minutes. Each member of the public may only speak once and for no longer than three minutes. <b><i>The meeting will be adjourned to allow for public questions.</i></b>
2	<b>Apologies</b> To receive and accept apologies and reasons for absence.
3	<b>Declarations of interest</b> To receive any declarations of interest in accordance with the requirements of the Localism Act 2011, and to consider any applications for dispensations in relation to disclosable pecuniary interests.
4	<b>Minutes of the Parish Council Meeting held on Thursday 18<sup>th</sup> September 2025</b> Council to consider approving the minutes as a true and proper record.
5	<b>District and County Council update</b> For information only. Any items raised for decision will appear on the agenda for the next meeting.
6	<b>Chairman's/Parish Councillor updates</b>

	For information only. Any items raised for decision will appear on the agenda for the next meeting.
<b>7</b>	<b>Clerk's report</b> For information only. An update from the Clerk about correspondence, outstanding actions and ongoing issues. Any items raised for decision will appear on the agenda for the next meeting.
<b>8</b>	<b>Police and Crime update</b> NC06 area, for information only. Any items raised for decision will appear on the agenda for the next meeting.
<b>9</b>	<b>Parish Matters</b> Discussions regarding any parish matters
	<b><u>Business Items - Motions Requiring Written Notice</u></b>
	<b>Finances and Budget</b>
<b>10</b>	<b>Payments for approval</b> Council to approve the schedule of payments from 18-09-25 - 20-11-25
<b>11</b>	<b>Budget 2025-26</b> To agree the budget monitoring position and bank reconciliation
<b>12</b>	<b>Councillor and Council Assertion 10 Compliance</b> Check understanding of compliance
<b>13</b>	<b>ICO Registration</b> Registration with the ICO as a data controller to comply with assertion 10 – digital compliance.
<b>14</b>	<b>Working from Home Allowance and Dedicated Telephone</b> Consider
<b>15</b>	<b>Budget 2026-27</b> Budget estimate for precept 2026-27
<b>16</b>	<b>Banking</b> To add an additional signatory
<b>17</b>	<b>New Benches and Bench Donation</b> Consider options, quotes and plaque in memory
<b>18</b>	<b>Planning applications</b> To consider any planning applications or decisions
	<b><u>Next Ordinary Meeting</u></b>
<b>19</b>	<b>Items for inclusion on the next Ordinary Meeting agenda</b> Council is requested to use this opportunity to raise items for future Ordinary Meeting agendas.
<b>20</b>	<b>Date and time of the next Ordinary Meeting</b> To confirm date and time of the next Ordinary Parish Council Meeting is set for Thursday 15th January 2026 @ 7.30pm.