



# Harborough Magna Parish Council

---

**Clerk to the Council:**

Helen Denton-Stacey

Proper Officer, PO Box 11198, Lutterworth, Leicestershire, LE17 9FX

Tel: 0773 4793986 – email: [clerk@harboroughmagna.org](mailto:clerk@harboroughmagna.org)

## **Agenda Annual Parish Council Meeting, Monday 18 May 2026**

### **Harborough Magna Village Hall starting at 19.30 pm**

1. Chairman's welcome to the meeting.
  2. Apologies for absence
  3. Election of Chairman and Vice Chair
  4. Public Session
  5. Review of policies and Governance procedures
    - a. Standing Orders
    - b. Financial Regulations
    - c. Code of Conduct.
    - d. Disaster Recovery – IT
    - e. Communications
    - f. Equal Opportunities
    - g. Charitable donations
    - h. Complaints
    - i. Transparency Code
  6. *Meeting ends*
  7. Regular parish council meeting will begin immediately after this.
- 

## **Agenda Parish Council Meeting, Monday 18 May 2026**

### **To be held in the Village Hall – starting as soon as the Annual Meeting finishes**

1. Chairman's welcome to the meeting.
2. Apologies for absence
3. Declaration of any interest in respect of Planning Applications or Financial matters - this can be personal or prejudicial i.e. in respect of planning applications or other matters. *Councillors must act solely in the public interest and should never improperly confer an advantage on any person or act to gain financial or other material benefits for themselves, family, a friend or close associate.*
4. Update from local Borough and County councillors
5. Standing orders suspended to allow residents to raise any issues
6. Resumption of Standing orders
7. To approve the Minutes and Financial Papers of the Parish Council meeting held on 19 January 2026
8. Matters Arising from the Minutes

Signed by the clerk:

[www.harboroughmagna.org](http://www.harboroughmagna.org)

Date: 21 April 2026

---



# Harborough Magna Parish Council

---

## 9. New village Issues.

## 10. Planning issues

## 11. Financial and Governance Matters

- a. Review and approve the clerk's financial reports for the 12 months to 31 March 2026
- b. Review and approve Asset Register as at 31 March 2026
- c. Review and approve Risk Assessment as at 31 March 2026
- d. New Financial Year Review and approved financial position at 30 April 2026

### e. Audit 2025-2026

#### 11.1 Consideration of Internal Audit Report

A) Consider the findings of the review by the members meeting as a whole

11.2 Approve The Annual Governance Statement by resolution in advance of approving the accounting statements

11.3 A) Consider the accounting statements by the members meeting as a whole

B) Approve the Accounting Statements by resolution

C) Ensure the accounting statements are signed and dated by the person presiding at the meeting at which that approval is given.

- f. Cheques to be approved: Clerks salary May & June as per contract, HMRC May & June as per contract, N Power (street lighting), WCC (street lighting) £101.18, Leicestershire Gardens ( grass cutting), RBC (waste bins) £43.20  
[more to come ]

## 12. Correspondence

## 13. Ongoing issues

- a. Playpark

## 14. Provisional dates of next meeting – 20 July, 21 September 2026