



NOTICE OF AN ANNUAL PARISH COUNCIL MEETING FOR SOUTH KILWORTH

Notice is hereby given that an annual Parish Council meeting will be held on:

12th May 2026 at 7.15 pm

for the transaction of business, as set out in the agenda below.

ALL COUNCILLORS ARE SUMMONED

AGENDA

Members Summoned:

Cllr P Alcock (PA) – Chair

Cllr K Coyne (KC) – Vice Chair

Cllr G Byrne (GB)

Cllr T Wood (TW)

Cllr TJ Wood (TJW)

- 1.0 Election of Chair and Vice Chair – A proposer and seconder is required in each case and, if a vote is to be taken, there must be a show of hands.**
 - 1.1 To receive nominations for the position of Chair for the forthcoming year, 2026 to 2027.**
 - 1.2 Elected Chair to sign a Declaration of Acceptance of Office form.**
 - 1.3 To receive nominations for the position of Vice Chair for the forthcoming year, 2026 to 2027**
 - 1.4 Elected Vice Chair to sign a Declaration of Acceptance of Office form.**
- 2.0 To receive any Apologies.**
- 3.0 Disclosure of Members' Interests**
- 4.0 To Confirm other Attendees**
- 5.0 To Confirm Minutes of Previous Council Meeting, held on Tuesday, 14th Apr'26.**
- 6.0 Public Participation/Correspondence (Members of the Public are invited to speak during this item only, and at the Chair's discretion).**
- 7.0 Planning Matters**
 - 7.1 New planning application/s received at date of producing agenda: None**
 - 7.2 To receive any planning decisions / updates**
- 8.0 Village Hall**
 - 8.1 Proposed agreement (written by VH committee and forwarded to the PC in Feb'26) covering ownership and maintenance of the MUGA, solar panels, storage battery and associated equipment. PA to update.**
- 9.0 To highlight any LRALC Correspondence / Updates received, of particular note.**
 - 9.1 PC to consider any issues raised.**
- 10.0 Accounts / Finance Matters**
 - 10.1 Council to approve, and sign, the payment schedule for any upcoming payments, as prepared and circulated electronically by KB, prior to the meeting, along with any invoices further presented at the meeting.**
 - 10.2 KB to report, for PC approval, cash balances held at 30/04/26. Bank Reconciliation and Statements to be signed by the chair.**

10.3 PC to review and approve all documents presented, relating to the 2025-2026 AGAR (as circulated by KB prior to the meeting)

10.4 Chair and clerk to sign the Annual Governance Statement 2025/26

10.5 Chair to sign the Accounting Statements 2025/26

10.6 PC to approve the Asset Register as at the financial year end, 31st Mar'26, as circulated by KB, prior to the meeting.

11.0 War Memorial Clock

11.1 Repairs and regular maintenance: PA to update.

12.0 Highways and Footpaths

12.1 LCC village lamppost numbering record: PA to update.

12.2 North Road bus stop, hard standing request: PA to update.

12.3 Request received for Brown Tourist Signs, re MUGA and Bowls Club directions, to be erected on entry to the village: PA to update.

12.4 Missing Reflector Posts on Walcote Road: KB to update.

12.5 Accident debris remaining on Walcote Road: KB to update.

12.6 Blocked Gully on Walcote Road: KB to update.

12.7 Petition Appeal to LCC re traffic calming measures to be reintroduced on Rugby Road: PA to update.

13.0 Grass Cutting and General Outdoor Matters and Maintenance

13.1 Request for a refuse bin to be placed in the area of the Playing Field, as suggested by KC, at the June'25 meeting, along with slabbing in front of the MUGA shed: KC to update.

14.0 Children's Play Area

14.1 Regular Play Area Safety Inspection review: PC to receive monthly in-house safety inspection report, and to agree any action to be taken.

14.2 Fence sections needing tightening, and paintwork requiring attention, as reported at the Apr'26 meeting by TW: PC to receive any update.

14.3 Risk Assessment for the play area: PC to receive any update.

15.0 Playing Field

15.1 Playing Field Risk Assessment: PC to receive any update.

15.2 Village Hall's proposal to hold a village bbq on 29th Aug'26 and request for PC support: The PC to confirm whether the playing field is available on that date. KC to update.

15.3 AFC North Kilworth Football Club enquiry re potentially hiring the village field for training purposes: KC to update.

16.0 MUGA (Multi Use Games Area)

16.1 MUGA – OPCC Funding for CCTV erection around the MUGA and surrounding area. KB to update on funding receipt, and KC to update re contractor progress.

16.2 MUGA – Tree Planting: PC to receive any update.

17.0 CIC Fund

17.1 PC to approve CIC Reimbursement of £2317, covering HCYC inv 1176 £1837, and VH inv 196 £480, covering Spring26 term.

18.0 Village Communication

18.1 SKN: PC to receive any update.

19.0 Neighbourhood Plan Monitoring and Review

19.1 PC to receive any update.

20.0 Community Emergency / Resilience Plan

20.1 The updating of SK's Community Emergency Plan dated June'14: PC to receive any update.

21.0 Village Youth Club

21.1 PC to discuss email received from HCYC, notifying closure of the youth club, as of 1st July'26.

22.0 Summer Sports Club 2026

22.1 TJW to outline final proposals and dates for PC approval. PC to confirm advertising plans.

23.0 SKPC Policy Reviews / Updates

23.1 CCTV and Surveillance (draft only) to be reviewed: PC to further discuss.

23.2 I.T. Policy: PC to further discuss

23.3 Publication Scheme: PC to further discuss

24.0 Community Safety Vehicle Visit

24.1 KB to update.

25.0 Annual Insurance Renewal, due 1st June'26

25.1 PC to review and approve renewal documents received, see email circulated 6th May'26. Also to consider any additional cover requirements e.g. MUGA build.

26.0 Items to be considered for the next agenda

27.0 PC to agree the date of next Parish Council Meeting.

PUBLIC AND PRESS ARE CORDIALLY INVITED TO ATTEND

Signed: Karen Brown, Parish Clerk

Date: 6th May'26