

Stibbard Parish Council – Minutes



Minutes of the Stibbard Annual Parish Council Meeting held at Stibbard Village Hall on Tuesday, 19th May 2026.

Parish councillors present: Cllr Aldridge, Cllr Hender, Cllr Robertson, Cllr Coomber, Cllr Mayes and Cllr Clayton.

Also present: the clerk, Nea Horsford, Cllr Mike Hankins, Cllr Victoria Holliday and no members of the public.

1. To elect the chair and sign the Declaration of Acceptance to Office.

Cllr Bill Aldridge was elected as chair for 2026/2027, and the Declaration of Acceptance to Office was signed and witnessed by the clerk.

2. To elect the vice chair.

Cllr Tony Hender was elected as vice chair for 2026/2027.

3. To consider accepting apologies and reasons for absence.

No apologies for absence.

4. To receive declarations of interest on items on the agenda and consider any requests for dispensations.

None received.

5. To approve the minutes of the Parish Council meeting held on 13th January 2026.

The parish council **APPROVED** the minutes, and the chair signed them as a true and accurate record.

6. Update from the County and District Councillors.

6.1. County Councillor – Cllr Victoria Holliday's report is on the website.

6.2. District Councillor – Cllr Mike Hankins' report is on the website.

7. Public Participation – an opportunity for members of the public to raise questions or concerns.

There were no questions from the public

8. To agree the appointment of a councillor to the Stibbard Village Hall committee.

It was **AGREED** to appoint Cllr Hender to the village hall committee.

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9. Finance and Governance Matters.

- 9.1. Agree the Internal Audit undertaking for the year ending 31st March 2026.
AGREED.
- 9.2. To note the date of the Public Rights from 3rd June 2026 to 14th July 2026.
NOTED.
- 9.3. Agree and sign the Annual Governance Statement for 2025/2026 (AGAR Form3).
AGREED and **SIGNED.**
- 9.4. Agree and sign the Accounting Statements for 2025/2026 (AGAR Form3).
AGREED and **SIGNED.**
- 9.5. To note Section 3, the External Auditor Report and Certificate.
NOTED.
- 9.6. Agree the Financial Statement for 2025/2026.
AGREED.
- 9.7. To note the bank reconciliation (seen in advance)
NOTED.
- 9.8. To agree the payment and receipt list and ratify authorised payments since the last meeting.
AGREED.
- 9.9. To note the VAT Return for 2025/2026.
NOTED.
- 9.10. To note the bank signatories for 2026/2027.
It was **NOTED** that Cllr Aldridge and Cllr Hender are the bank signatories for 2026/2027.

10. To receive an update on the following items:

- 10.1. Plaque on the village sign from Cllr Coomber.
Cllr Coomber presented the sign to the council, and it was **AGREED** that Cllr Clayton would attach it to the sign.
- 10.2. Speed gates from the clerk.
The clerk confirmed that there is a deer sign, matching Stibbard signs and road markings, still outstanding.
- 10.3. War memorial fencing renovation from Cllr Aldridge.
The fencing around the War Memorial needs renovating rather than just varnishing. It was **AGREED** to proceed with the new quotation from MCA Property Maintenance.
- 10.4. Biodiversity/bat boxes from Cllr Coomber.
There are seven bat boxes available for sale, and two have been installed.
- 10.5. Fencing at the Old School from Cllr Aldridge.
The fencing has now been installed and can be removed from the agenda.

11. Playground and Playing Field.

- 11.1. To agree and authorise ROSPA to conduct the playground inspection in June.
It was **AGREED** to use ROSPA for the yearly playground inspection.
- 11.2. To agree on the three-year lease of the Stibbard Glebe (playing field) and agree who will be making The Declaration on behalf of the parish council.

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The lease was **AGREED**, and Cllr Mayes was to sign the declaration along with Cllr Aldridge.

- 11.3.** To consider the three quotations for the gates in the top playing field.

It was **AGREED** to appoint MCA Property Maintenance to install the gates.

- 11.4.** To consider the quotation from Nick Hindle to clean the playground equipment.

It was **AGREED** that the cost of cleaning the equipment was higher than expected. **ACTION:** Cllr Clayton to obtain another quote and the clerk to obtain a price to clean the war memorial.

12. Policies for Approval.

- 12.1.** Financial Regulations.

13. To discuss the possibility of introducing a Stibbard Champion Award.

It was **AGREED** to proceed with a Stibbard Champion Award to be presented at the Annual Parish Meeting.

ACTION: Cllr Coomber to look into a design for the award; Cllr Robertson and the clerk to look into how the award would work.

14. Items that have arisen since the publication of the agenda – for information only and to be included on the next agenda.

Bus stop

Litter

Noisy mopeds

15. To note the date of the next meeting is on Tuesday, 14th July 2026 at 7 pm.

Meeting closed at 8.36 pm.