

HOLLAND FEN WITH BROTHERTOFT PARISH COUNCIL

Clerk to the Council

Miss Lana Maclennan-James
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Dear Councillor,

You are invited to attend the Meeting of Holland Fen with Brothertoft Parish Council which will be held at Brothertoft Village Hall on Tuesday 5th May 2026 following the Annual Parish Meeting. The business to be dealt with is listed on the agenda below which will follow the fifteen minute allocation for the Police and Public to speak.

Lana Maclennan-James
Clerk of Holland Fen with Brothertoft Parish Council
28th April 2026

AGENDA

1. To elect a Chairman and complete then sign a Declaration of Acceptance of office
2. To elect a Deputy Chairman and complete then sign a Declaration of Acceptance of office
3. Apologies for Absence and reasons given – Cllr Anderson
4. Declarations of Interest in accordance with the Localism Act 2011
5. Approval of minutes for meeting held 3rd March 2026
6. To receive, consider and approve the income and expenditure 2025/2026 and asset register for publication.
7. To receive annual internal audit report & approve publication.
8. To receive, consider and approve the Annual Governance Statement 25/26 and for the Chair and Clerk to sign.
9. To receive, consider and approve the bank reconciliation, variance analysis and Annual Accounting Statement 25-26 and for the Chair and RFO to sign
10. To approve the Certificate of Exemption and publication of the documents on the Parish Council's website
11. To approve the dates of the electors rights to be exercised **(Wed 3 June – Tues 14 July 2026)**.
12. To discuss whether to add the Clerk as a signatory on the Natwest banking and/or approve use of online banking
13. Clerk's report & GDPR:
 - 13.1. Zurich Insurance Renewal
 - 13.2. Dog Waste Bin update - £278.00
 - 13.3. Passwords
 - 13.4. Speed Monitor & Crime Stats
14. To receive reports and updates from outside bodies or local organisations:
 - 14.1. County and Borough Councillors' reports
 - 14.2. Police
15. To note any general correspondence.
 - 15.1. Email from resident regarding Forty Foot Bank

15.2. Letter from Mr Priestly requestion donation for Church Yard upkeep

1. Highway matters – any problems to report.
2. To note all planning applications:
 - 2.1. To receive results of applications, decisions, appeals and enforcements.
3. Payments to be approved & update on current financials.
 - 16.1 Clerks Wages – March 2nd to May 4th (9 weeks) - £457.00
 - 16.2 Holland Fen Hall invoice for 2025 and 2026 - £120.00
 - 16.3 Microsoft - £89.99
 - 16.4 ICO renewal – £52.00
4. To receive items for the next agenda.
5. Next Meeting will be on Tuesday 7th July 2026 from 7.30pm at Holland Fen Village Hall.