

AGENDA
Annual General Meeting of Tysoe Parish Council
11 May 2026



Dear Councillor

You are hereby summoned to attend the **Annual General Meeting** of the Parish Council on 11 May **2026** to be held at **Tysoe Village Hall, Main Street, Tysoe starting at 19.00 hours.**

All residents of the parish and press are welcome to attend.

V. Plain

Vanessa Plain

Parish Clerk & Responsible Financial Officer

Date of Notice: 5 May 2026

DOC REF

AGENDA ITEMS

1. **WELCOME and APOLOGIES**
2. **DECLARATION OF INTERESTS IN ITEMS ON THE AGENDA**
3. **CONFIRMATION OF MINUTES – 12 MAY 2025** **Doc 3**
To confirm the minutes as an accurate record: May 12th 2025 AGM
4. **ELECTION AND DECLARATION OF ACCEPTANCE OF OFFICE**
Election of Councillors, Chairman and Vice Chair and to receive Declaration of Acceptance of Office.
5. **CO-OPTION OF NEW COUNCILLOR – Steve Millward- Resolution required**
6. **MEMBER INFORMATION**
 - a) Councillors to review and update if necessary Financial Interests in Register of Members' Interests (agree a date for completion within 28 days.)
 - b) Councillors to review and update, if necessary, their profiles and contact details on the Parish website www.tysoe-pc.gov.uk (agree a date for completion within 28 days.)
7. **ANNUAL AUDIT See** **Doc 7a**
 - a) Audit Milestones (Internal Audit April 27th 2026)
 - i) All transactions need to show the trail of meeting minutes from introduction, discussion to agreement. This includes payment of invoices and Tysoe groups & adoption of budget.
 - ii) Street light assets are nominally valued; however, they should be valued at replacement price. Insurance for assets should be adjusted appropriately.
 - b) To agree the Asset Register 2026 -27 **Doc 7b**
8. **Finance**
 - a) To agree the final Accounts for 2025-26 **Doc 8a**
 - b) To agree the Payment Authority for 2026-27 **Doc 8b**
9. **TYSOE PARISH COUNCIL POLICIES**
To agree policies for 2026-27
 - a) Standing Orders **Doc 9a**
 - b) Financial Regulations **Doc 9b**
10. **COMMITTEES**
 - a) **Affordable Homes Committee – change to 'Councillor Responsibilities'**
11. **COUNCILLOR RESPONSIBILITIES**
Working Groups
 - a) **Employment/HR**
 - b) **Financial Management**
 - c) **Infrastructure & Environment**

- d) Planning
- e) Playground/Recreation Ground
- f) Road Safety
- g) Trees
- h) Welfare
- i) Biodiversity
- j) Updating of the NDP
- k) Website Maintenance and Communications

12. FUTURE MEETINGS, DATES & VENUES

To agree the dates for Council Meetings for the coming year and approve the booking of the McNulty Room at the Village Hall as the venue at 7.00pm

- a) June 8th Ordinary meeting
- b) July 13th Ordinary meeting
- c) September 14th Ordinary meeting
- d) October 12th Ordinary meeting
- e) November 9th Ordinary meeting
- f) December 14th Ordinary meeting

13. CLOSURE OF THE MEETING TO THE PUBLIC AND PRESS

*****MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND*****

Prior to attending the meeting, please take a moment to read our meeting [Welcome Notice](#). Questions are welcomed up to 24 hours in advance of the meeting. **Email:** parish.clerk@tysoe-pc.gov.uk.