

**NOTICE IS HEREBY GIVEN, and Members are summoned to attend the meeting of Brookenby Parish Council to be held at Brookenby Community Centre, Kent Road, Brookenby on Tuesday 3<sup>rd</sup> February 2026 at 7.00 p.m.**

Prior to the commencement of the meeting there will be a public forum for a maximum of 15 minutes when members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. This must be done in the public forum, and members of the Public cannot interrupt the business of the meeting at other times, unless Standing Orders are suspended by the Chair of the Council. The business to be dealt with at the meeting is listed in the agenda.

This council supports the rights of anyone to record this meeting but advises that anyone so recording cannot disrupt the meeting, by means of the recording, and expresses the hope that the person (or persons) carrying out the recording have obtained the necessary legal advice, for themselves, to ensure they understand the rights of anyone present who does not wish to be filmed or recorded.

## AGENDA

1. To receive apologies for absence
2. To receive declarations of interest under the Localism Act 2011- being any pecuniary or non-pecuniary interest in agenda items not previously on members' Register of Interests
3. To receive any reports from external organisations to include County and District Councillors, Brookenby Community Group, Brookenby Allotments Association, Wolds Community Activity Group and Police
4. To approve the minutes of the Council Meeting held on 6th January 2025
5. Finance Matters incl:
  - To approve payment of the Schedule of Payments
  - Receipts
  - Bank Reconciliation
6. Clerk's Report
7. To resolve to move into closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed in relation to the following:

# **BROOKENBY**

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## **Parish Council**

8. To discuss quotes to refurbish the Community Centre Ground Floor Toilets and other Community Centre areas and resolve on any action to be taken
9. To review the arrangements for cleaning and caretaking and resolve on any action to be taken
10. To discuss the actions required to fill the vacancy in the Office of Councillor and resolve on any action to be taken
11. To discuss the arrangements for Parish Clerk / RFO and other posts and resolve on any action to be taken

Date of Next Meeting – Tuesday 3<sup>rd</sup> March 2026

Chris Bowles, Clerk to the Council

26/01/2026