

NOTICE IS HEREBY GIVEN, and Members are summoned to attend the Parish Council meeting to be held at Brookenby Community Centre, Kent Road, Brookenby on

Tuesday 6th October 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 Councillor, District Councillor and Police
4. To approve the minutes of the Council Meeting held on 1st September 2026
5. To approve the minutes of the Extraordinary council meeting on 17th September 2026

Financial Matters Including:

- a. Bank reconciliation
 - b. Review of the BPC Assets Register
 - c. Schedule of payments
 - d. Receipts
6. To discuss the Community Centre and resolve on any action to be taken
 - a. Progress update on the Lancaster Room refurbishment
 - b. Progress update on the toilet and corridor refurbishment
 - c. Update on occupation of area above the Church and resolve next actions
 - d. Update on diseased tree and resolve next actions
 - e. Updates on any grants & future projects
7. To review the following procedures and policies and agree on any updates
 - a. Communication Policy Sept 26
 - b. Disciplinary Procedure March 26
 - c. Health & Safety Policy July 26

- d. Internal Control System March 26
- e. Lone worker Policy July 26
- f. Member/Officer Protocol Sept 26
- g. Reserves Policy Sept 26
- h. Standing Orders July 26
- i. Scheme of Delegation Policy July 26

8. 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:

Update on occupation of building and resolve next actions
Quotes and/or tenders

Any items for consideration for the agenda to be emailed to clerk@brookenby-pc.gov.uk by 26th October 2026

Stephen Kirby
Parish Clerk
30th September 2026

Date of the next Parish Council meeting is Tuesday 3rd November at 7pm in the Lancaster Room