



Parish Clerk - Kate Pritchard

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NOTICE OF THE ANNUAL MEETING OF ELFORD PARISH COUNCIL

To be held at Elford Village Hall at 7:30pm on Monday 11th May 2026

Members of the public and the press are welcome to attend.

AGENDA

26/017. Election of Chair for the ensuing year: including Declaration of Acceptance of the Office of Chair.

26/018. Appointment of Vice Chair for the ensuing year:

26/019. Apologies: To receive and approve reasons for absence.

26/020. Public participation: The meeting to adjourn for up to 15 minutes to allow for public participation. Residents are invited to give their views and question the Parish Council on issues on this agenda or raise issues for future consideration at the discretion of the Chairman. Members of the public wishing to raise issues which are not on the agenda should notify the Clerk, members of the Public may not take part in the Council Meeting itself. You are requested to send your comments to the Clerk by midday on the day of the meeting. **2-minute limit per person**

26/021. Declarations of Interest and Dispensations: To receive Declarations of Interests and consider grant of dispensations of which written notice has been received by the Clerk.

26/022. Minutes: To approve the minutes of the Parish Council meeting held on 13th April 2025. **(APPENDIX 1)**

26/021. Reports from County and District Councillors (for information only) **if present:**

26/022. Planning:

a) To consider new application/s:

Reference	Address	Details	Elford PC	LDC Decision
26/00514/PND	Home Farm House Church Road Elford Tamworth Staffordshire B79 9DA	Prior Notification: Change of use of commercial building to form 1no. dwelling with associated operational development		Pending Consideration
26/00006/REF	8 The Osiers, Elford, Tamworth	Appeal		Pending Consideration

26/023. Clerk Report: To note the Clerk Report. **(APPENDIX 2)**

26/024. Committees, Working Groups and Representation:

- a) To confirm the Parish Council Playground Committee
- b) To confirm the Council Representatives
- c) To review the Playground Committee Terms of Reference

26/025. Policies:

- a) To review the Standing Orders (**APPENDIX 3a**)
- b) To review the Code of Conduct (**APPENDIX 3b**)
- c) To review the Financial Regulations (**APPENDIX 3c**)

26/026. General Power of Competence: To consider whether the Council meet the eligibility criteria set out in the (General Power of Competence) (Prescribed Conditions) Order 2012 to exercise the General Power of Competence in accordance with the Localism Act 2011. **Council now meets these requirements, CiLCA qualified Clerk and 2/3 of members elected.**

26/027. Review of arrangements (including legal agreements) with other local authorities, not-for-profit bodies and businesses.

- a) To review the subscriptions paid to:
 - i: Staffordshire Parish Council Association (including National Association of Local Councils)
 - ii. Society of Local Council Clerks
 - iii. Staffordshire Playing Fields Association
- b) To review the contract with Sureserv Ltd for Handyman Services

26/028. Financial Matters:

- a) To approve items to pay in Payment Schedule May 2026 (**APPENDIX 4a**)
- b) To approve the 2025-2026 Statement of Accounts and Bank Reconciliation to 31st March 2026 (**APPENDIX 4b**)
- c) To consider authorising the bank reconciliation to 30th April 2026 (**APPENDIX 4c**)
- d) To review the Asset Register including buildings and office equipment (**APPENDIX 4d**)
- e) To approve the CIL Annual Report 2025-2026 (**APPENDIX 4e**)

26/029. Internal Auditors report for year ending 31st March 2026: To note the Internal Auditors Report for 2025/26 (**APPENDIX 5**)

26/030. Annual Governance Statement for the year ending 31st March 2026: To consider and to approve the governance statement for 2025/26 (**APPENDIX 6**)

26/031. Accounting Statements for the year ending 31st March 2026: To approve the Accounting Statements for 2025/26. (**APPENDIX 7**)

26/032. Details of the arrangements for the exercise of public rights: To note the date of announcement and the period of public rights set by the Clerk / RFO (**APPENDIX 8**)

26/033. Variation of Works: To consider a variation works order for the Playground Project up to £3,322 to cover additional tasks.

26/034. Shed removal: To consider the removal of both playground sheds before the playground refurbishment begins on 25th May 2026, and to confirm ownership of sheds.

26/035. Playground Electrics: To consider relocating, isolating and making safe the electric box before the playground refurbishment begins on 25th May 2026.

26/036. Neighbourhood Plan Update: To consider an update to the neighbourhood plan.

26/037. Sportsfield/ Birmingham City Council and the Elford Estate: To discuss the correspondence with Birmingham City Council regarding the Elford estate.

26/038. Reports from Chairman and Councillors (for information only):

26/039. Items for future meetings:

26/040. Date, time & venue of Parish Council meetings for 2026/27: To review the Schedule of Meetings (**APPENDIX 9**)

Monday 8th June 2026, 7pm, Elford Village Hall

Monday 13th July 2026, 7pm, Elford Village Hall

Monday 14th September 2026, 7pm, Elford Village Hall

Monday 12th October 2026, 7pm, Elford Village Hall

Monday 9th November 2026, 7pm, Elford Village Hall

Monday 14th December 2026, 7pm, Elford Village Hall

Monday 11th January 2027, 7pm, Elford Village Hall

Monday 8th February 2027, 7pm, Elford Village Hall

Monday 8th March 2027, 7pm, Elford Village Hall