

MITFORD PARISH COUNCIL

Clerk: Miss Dee Smith

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Dear Councillor

You are summoned to attend the Annual Meeting of the Parish Council to be held in Mitford Village Hall, Mitford at 7.30pm on Wednesday 20th May 2026 for the purpose of transacting the following business. Members of the press and public are welcome to attend.

This meeting will be preceded by the Annual Assembly of the Parish at which any elector of the parish can attend and speak.

ANNUAL MEETING AGENDA

1. Election of Chairman for 2026/27

Councillor Sharp will ask for nominations to elect the Chairman of the Parish Council for 2026/27.

2. Election of Vice-Chairman for 2026/27

To elect the Vice-Chairman of the Parish Council for 2026/27. The new Chairman will ask for nominations.

3. Apologies for absence

4. Declaration of Interests

Members are invited to declare disclosable pecuniary interests and other interests on items on the agenda as required by the Code of Conduct for Members and by the Localism Act 2011.

5. Public Participation Time

In accordance with Section 3(e) of the Mitford Parish Council Standing Orders, members of the public present may address the Council or Committee at this point on the agenda. The Council reserves the right to respond or debate the issue at a later date.

No questions have been received on this occasion.

6. County Councillor Update

7. Police Update

8. Minutes of the meetings held on Wednesday 18th March 2026

Members are asked to approve the draft minutes of the above meeting as a true and accurate record (see appendix A).

9. Any matters Arising from Previous Council Meetings

Min 99/25 (91/25) – Memorial Bench

An update will be given at the meeting.

10. Financial Matters

a. Year End Accounts for 2025/2026

Members are asked to scrutinise and approve the following documents in relation to the Annual Governance and Accountability Return (AGAR) 2025/26 (see appendix B).

- (i) Annual Internal Audit Report
- (ii) Section 1 – Annual Governance Statement
- (iii) Draft Accounts for 2025/26
- (iv) Section 2 – Accounting Statement and Explanation of Variances
- (v) Certificate of Exemption

b. Insurance

Members are asked to approve the insurance quotation for 26/27 with Zurich Insurance for £426.93.

11. Parish Issues

- a. An update on the riverbank will be given at the meeting.
- b. An update on the bus shelter will be given at the meeting.

12. Town & Country Planning Act 1990
To discuss any planning application, current and new.

13. Morpeth Neighbourhood Plan Review
An update will be given at the meeting.

14. Highways
 - (i) Update on Speed Strips – Mitford Village.
 - (ii) Update on Land Slippage B6343 (abbey Mills).
 - (iii) Update on Gateway Features.

15. Village Hall
An update will be given at the meeting.

16. The Village Warden and other Environmental Matters
To discuss any matters raised at the meeting.

17. The Parish Council Website.
An update will be given at the meeting.

18. Any Other Urgent Business
Members are asked to consider any other urgent business.

19. Time and Dates of Next Meetings
To be arranged at the meeting.

Miss Dee Smith
11th May 2026