



KETLEY PARISH COUNCIL

ANNUAL COUNCIL AGENDA

To:
ALL MEMBERS OF KETLEY PARISH COUNCIL

You are summoned to the **Annual Meeting** of Ketley Parish Council on **Wednesday 13 May 2026 commencing 7 PM at Ketley Community Centre** for the purpose of transacting the following business.

Anthony

Signed: Shelley Anthony
Date: Tuesday 05 May 2026

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- AC26/001 WELCOME**
- AC26/002 ELECTION OF CHAIR**
- AC26/003 CHAIR'S DECLARATION OF ACCEPTANCE OF OFFICE**
- AC26/004 ELECTION OF VICE CHAIR**
- AC26/005 VICE CHAIR'S DECLARATION OF ACCEPTANCE OF OFFICE**
- AC26/006 APOLOGIES FOR ABSENCE**
To receive apologies for absence from Councillors unable to attend.
- AC26/007 PUBLIC SESSION**
This is an opportunity for Members of the public to raise awareness of issues or to ask that the Parish Council considers an item at a future meeting. This is for a period of 15 minutes.
- AC26/008 DISCLOSURE OF PECUNIARY INTERESTS AND OTHER INTERESTS**
Declaration of any disclosable pecuniary interest, in a matter to be discussed at the meeting, and which is not included in the register of interests. Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest.
- AC26/009 2026/2027 MEETING SCHEDULE**
Councillors to review the current meeting schedule and finalise a schedule for 2026/2027
APPENDIX A
- AC26/010 COUNCIL STRUCTURE**
- (i) To consider the Council's Committee structure.
 - (ii) To review and agree membership of the Finance and General Purposes Committee. (Members minimum 7 – quorum 3)
 - (iii) To agree and appoint a Chair of the Finance and General Purposes Committee.
 - (iv) To review and agree membership of the Staffing Committee (Members minimum 5 – quorum 3)
 - (v) To agree and appoint a Chair of the Staffing Committee.
 - (vi) To review and agree membership of the Appeals Committee (Members minimum 5 – quorum 3)
 - (vii) To agree and appoint a Chair of the Appeals Committee.
- AC26/011 APPOINTMENTS TO OUTSIDE BODIES**
Council to consider nominations and appoint to the following bodies:
- (i) TMC – Client Sponsors Group (2 seats)
 - (ii) Telford Millennium Management Company (2 seats)
 - (iii) Wrekin Area Committee (2 seats)
 - (iv) Telford & Wrekin Bus User Group (no max – can be a member of the public)
 - (v) Friends of Ketley Paddock Mound (3 seats)
- AC26/012 REVIEW AND ADOPTION OF STANDING ORDERS**
To review and agree adoption of Standing Orders **APPENDIX B**
- AC26/013 REVIEW AND ADOPTION OF FINANCIAL REGULATIONS**
To review and agree to the adoption of Financial Regulations **APPENDIX C**
- AC26/014 REVIEW OF INVENTORY OF ASSETS**
Councillors to review the inventory of assets **APPENDIX D**



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- AC26/015 REVIEW OF THE COUNCIL'S EXPENDITURE INCURRED UNDER SECTION 137 OF THE LOCAL GOVERNMENT ACT 1972**
To review and agree expenditure incurred under section 137 *APPENDIX E*
- AC26/016 INFORMATION ITEMS**
Reports from Borough Councillor
- AC26/017 PARISH MATTERS**
To receive any other matters raised on behalf of parishioners.
- AC26/018 COUNCIL MINUTES**
To receive and agree the minutes of the Full Council Meeting held on Wednesday 09 April 2026
APPENDIX F
- AC26/019 FINANCE – PAYMENTS**
(i) To inspect and authorise orders for payment incurred in delivering Parish Council Services
APPENDIX G
(ii) To inspect and authorise card payments incurred in delivering Parish Council Services *APPENDIX H*
- AC26/020 PLANNING**
(i) To consider planning applications received after the publication of the agenda
- AC26/021 RISK ASSESSMENT**
To review, approve and agree the Risk Assessment for the Council *APPENDIX I*
- AC26/022 DIRECT DEBITS**
Councillors to review the complete list of direct debit payments for 2026/2027 *APPENDIX J*
- AC26/023 AGENDA ITEMS FOR NEXT MEETING**
To advise the Clerk of items to be considered for inclusion in the agenda.
- AC26/024 PLANNED DATES OF FORTHCOMING MEETINGS**
See as agreed on agenda item **AC26/009**

Notification of Private Session under Schedule 12a, Local Government Act 1972, the following items are likely to disclose exempt information in relation to establishment and contractual matters and that pursuant to provisions of the Public Bodies (Admissions to Meetings) Act 1960 the public and press be excluded.

- AC26/025 PLANNING**