



Annie Wherrett
Clerk to Stoke Lodge and
The Common Parish Council
Date: 04/02/2025

Notice of Full Parish Council Meeting

Dear Councillors, you are hereby summonsed to attend the following Parish Council meeting:

Date: Thursday 13th February 2025 - **Time:** 7pm

Venue: The Pavilion, The Avenue, Stoke Lodge and The Common, BS34 6BD

Meeting Manager: Chair Andy Alsop. **Facilitator and Minute Taker:** Clerk Annie Wherrett

Agenda

- 2.25.1 Welcome and apologies for absence.**
- 2.25.2 Declarations of Interest.**
- 2.25.3 Ward Members Session.**
- 2.25.4 Public Participation Session.**
- 2.25.5 Approval of Minutes of meeting 9th January 2025 and matters arising.**
- 2.25.6 Play Area Update**
- 2.25.7 Updates to Asset Register and Limit for inclusion.**
- 2.25.8 Policies and Procedures Review – Reserves Policy, Insurance Covers, Review of Subscriptions.**
- 2.25.9 Replacement of 4 Dog Waste Bins – for discussion and approval**
- 2.25.10 Defibrillator and Bleed Kit Inspection Checklist – for approval**
- 2.25.11 Internal Audit Report**
- 2.25.12 Clerks Report – Audit Fees Update, Lease Update**
- 2.25.13 Parish Council Finance Update**
 - **Payments over £500 – None**
 - **Bank Statements**
 - **Bank Reconciliation**
 - **Monthly Financial Report**
 - **Payments over £100**
- 2.25.14 Planning Applications - None**
- 2.25.15 Date of next meeting: Thursday 13th March 2025**