

ROWSLEY PARISH COUNCIL

Chair: Victoria Friend

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8th February 2026

Dear Councillor,

You are summoned to attend an **Extraordinary Meeting of Rowsley Parish Council** on **Monday 27th April 2026 at 6.45pm at Rowsley Village Hall.**

Members are asked to sign the attendance sheet for the meeting and to complete the Declarations Sheet for items other than Disclosable Pecuniary Interests (DPI). These will be available at the meeting.

Yours sincerely,

Victoria Friend

AGENDA

- | | <i>Report / Action Required</i> |
|--|---------------------------------|
| 1. Apologies for absence | To approve |
| 2. Declaration of Members Interests and including for dispensations from members on matters in which they have a Disclosable Pecuniary Interest
Please note:
a) Members must ensure that they complete the Declarations of Interest sheet prior to the start of the meeting in respect of items other than Disclosable Pecuniary Interests and must indicate the action to be taken (i.e. to stay in the meeting, to leave the meeting or to stay in the meeting to
b) make representations and then leave the meeting prior to any consideration or determination of the item)/ Where a Member indicates that they have a prejudicial interest, but wish to make representations regarding the item before leaving the meeting, those representations must be made under item (c) of Public Speaking.
The Declarations of Interests for matters other than Disclosable Pecuniary Interests will be read out from the Declaration Sheet – Members will be asked to confirm that the record is correct. | To note |
| 3. Public speaking
a) A period of not more than 10 minutes will be made available for members of the public and Members of the Council to comment on any matter.
b) If the Police Liaison Officer, a County Council, Peak Park or District Council Member is in attendance they will be given the opportunity to raise any relevant matter.
c) Members declaring an interest other than a Disclosable Pecuniary Interest who wish to make representations or give evidence under the National Association of Local Councils' (NALC) Code of Conduct shall do so at this stage. | To note and action |
| 4. To determine which items if any of the Agenda should be taken with the public excluded. If the Council decides to exclude the public it will be necessary to pass a resolution in the following terms: -
Item no x To consider a resolution under the Public Bodies (Admission to Meetings Act 1960) to exclude members of the press and public in order to discuss the following item
Item no y. This item title will then be the item to be discussed with press and public excluded
....." | |
| 5. Recruitment
a) To approve the appointment of DALC to assess appropriate clerk pay scale
b) To approve the Job Description, Responsibilities & Advert
c) To approve recruitment schedule | To discuss and approve |
| 6. Record Keeping
a) To discuss the return of council records and approve the suggested process | To discuss and approve |
| 7. Asset Register
a) To approve the amended Asset Register | To approve |

DATES OF FUTURE MEETINGS - All meetings held at 7.30pm in the Rowsley Village Hall WI Room - MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND:

18 May 2026 – Annual Council Meeting
27 July 2026 – Full Council Meeting
28 September 2026 – Full Council Meeting
23 November 2026 – Full Council Meeting