



Thursday 9th October 2025

Dear Councillor

You are hereby summoned to attend a meeting of the Full Council to be held at **Four Marks Village Hall** on Wednesday 15th October 2025 at **7.00pm** for the purpose of transacting the undermentioned business.

Yours faithfully

Locum Clerk

AGENDA

1. APOLOGIES FOR ABSENCE

2. OPEN SESSION – PUBLIC PARTICIPATION

An opportunity for members of the public to raise issues of concern or interest, to ask a question or to make a statement. Public participation will be conducted in accordance with Four Marks Parish Council's Standing Orders 3 (d) – (k), with no individual speaker exceeding a maximum of 3 minutes. All public participation, and the duration of this item will be at the discretion of the Chairman.

3. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

Councillors are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the agenda no later than when that item is reached. Unless dispensation has been granted, you may not participate in any discussion of, or vote on, any matter in which you have a pecuniary interest. You must withdraw when the meeting discusses and votes on the matter.

4. FULL COUNCIL MINUTES

To approve the minutes of the ordinary Council meeting held on Wednesday 17th September 2025 and the extraordinary Council meeting held on Monday 28th July 2025.

5. CHAIRPERSON'S REPORT

To receive a report from the Chairperson, as applicable.

6. DISTRICT COUNCILLOR REPORT

To receive a report from the Ward Councillor, as applicable.

7. BENIANS IMPROVEMENT PROJECT

7.1 To note that the Planning application for the Benians Improvement Project was submitted on 25 September 2025.

7.2 To consider the attached report setting out the business case for improvements to the Benians Pavilion Building and to revisit the Council's decision made at its extraordinary meeting held on Monday 28th July 2025. Specifically to consider the proposal to apply to the Secretary of State for permission to borrow £1,000,000 at a cost of approximately £68,000 a year over 50 years representing a 17% increase in the precept for the financial year 2026/27 being £16 a year for a Band D household.

8. PLANNING COMMITTEE

8.1 To receive the draft minutes of the Planning Committee meeting held on 1 October 2025.

8.2 LATE APPLICATIONS

9. FINANCE & GENERAL PURPOSES COMMITTEE

9.1 To receive the draft minutes of the Finance & General Purposes Committee meeting held on 18 June 2025 and 24 September 2025 and to note that the Committee's recommendations regarding the Internal Audit Report and the External Audit Report are elsewhere on this agenda.

10. INTERNAL AUDIT REPORT

As per minute 25.108 to consider the detailed internal Audit Report dated 19 June 2025 and receive the action plan recommended by the Finance & General Purposes Committee.

11. NOTICE OF CONCLUSION OF AUDIT

To note that the 2025/26 audit is now complete; to consider the external auditor's report and to note that the Finance & General Purposes Committee made no recommendations in respect of the External Audit Report

12. OPEN SPACES COMMITTEE

12.1 To receive the draft minutes of the Open Spaces Committee meetings held 1 October 2025.

12.2 Upon the recommendation of the Open Spaces Committee to consider the draft Food truck policy

13. ITEMS FOR DECISION

13.1 Grant Application from Homestart (deferred from the June meeting).

14. TO NOTE EXTERNAL COMMITTEE AND AREA REPRESENTATIVE REPORTS (as applicable)

14.1 Allotments -to appoint new representative.

14.2 Benians Committee – Cllr Smith

14.3 Oak Green - Cllr Briggs

14.4 Village Hall – Cllr Briggs

14.5 Highways – Cllrs R Pullen and Medhurst.

14.6 EHAPTC – Cllrs R Pullen.

15. Next meeting: 19th November 2025.

EXCLUSION OF PRESS AND PUBLIC

In accordance with the Public Bodies (Admission to Meetings) Act 1960, the Council have the right to exclude the public and press from a meeting in respect of confidential or sensitive information which is prejudicial to the public interest and may pass a resolution, without notice, to do so.