



Monday 5th September 2022 7pm

All councillors are summoned to attend the next meeting of Hundleby Parish Council in the Parish Rooms. This is an open meeting and the Press and the Public are all welcome.

There is an Open Forum for public participation at every meeting when members of the public are invited to ask questions or make short statements to the Council in relation to the business on the agenda. The Press and Public are not permitted to take part in the debates during the meeting.

_____ Clerk to the Council

30/8/2022

Agenda

1. Chairman's welcome
2. To note apologies and accept valid reasons of absence
3. In accordance with the Localism Act 2022, to declare pecuniary interests for any items on the agenda (as outlined in the Council's Code of Conduct) and to consider requests for dispensations¹
4. Open Forum for public participation (15 minutes, maximum of 5 minutes per person please)
5. To receive and approve the draft notes of the meeting held on the 4th July 2022
6. To receive reports from the County Councillor and District Councillor
7. Finance
 - a) To formally note financial position
 - b) To formally note the bank reconciliations
 - c) To formally approve any automated, retrospective and future payments to be made:

20.07.22	Eon electricity charges DD	£22.45 (£21.38 ex-VAT)
28.07.22	Viking office supplies	£19.15 (£15.96 ex-VAT)
11.08.22	Wave water bill DD	£32.42
16.08.22	Eon electricity charges DD	£23.30 (£22.19 ex-VAT)
05.09.22	Salary (August)	£207.28
05.09.22	S Foster hall cleaning June	£55.00
05.09.22	S Foster hall cleaning July	£47.50
05.09.22	Nick Preston Electrical Pats testing	£52.00
05.09.22	M Holmes grass cutting June	£44.00
05.09.22	M Holmes grass cutting July	£11.00
30.09.22	Salary (September)	£207.28
 - d) To note any income received since the last meeting:

04.07.22	Yoga June sessions	£14.00
06.07.22	Tai Chi June sessions	£56.00
11.07.22	Bank interest Reserves	£0.22
11.07.22	Donation (sale of furniture)	£100.00
11.07.22	WI hall hire Apr-June	£48.00
21.7.22	Book Swap July	£18.00

27.07.22	Interest on 32 day account	£1.79
29.07.22	Community Café July	£22.00
02.08.22	Tai Chi July sessions	£48.00
02.08.22	Yoga /Aug sessions	£32.00
09.08.22	Bank interest Reserves	£0.26
12.08.22	Vat refund	£521.28
18.08.22	Book Swap August	£18.00
30.08.22	Community Café August	£22.00

- e) To consider annual payment of £35 to the ICO (Information Commissioners Office) by way of annual Direct Debit (Data Protection Act 2018)

8. Planning

- a) To consider any planning applications received since the last meeting and note an application received between meetings regarding amendment to application N/088/00830/22 -extensions to existing detached garage to provide additional living accommodation at 97 Main Road and ratify the informal comments made by Council members
- b) To consider information from a parishioner concerning the erection of a car port at Hundleby Grange on North Beck Lane and discuss appropriate action
- c) To note any planning decisions and/or appeal notifications since the last meeting

9. To discuss village issues

- a) To receive an update on highways matters
- b) To discuss the purchase of the bench from Parish Council funds under Parish Councils Act 1957 s.1
- c) To note correspondence received from ELDC concerning Tree Work at The Pingle 55, Main Road Reference EZY/ 0079/22/TCA where comments were required before the September meeting
- d) To arrange a date for the next village litter pick

10. To discuss the Parish Rooms

- a) To receive correspondence from the cleaner/booking secretary giving one month's notice to terminate the agreement
- b) To discuss the use of the tokens to control the Parish Rooms heating
- c) To discuss the recommendation of the Finance Committee for the provision of wi-fi in the Parish Rooms with BT at £27.95 per month with £19.95 connection fee, £10.95 delivery, for a 2 year contract including a VOIP phone and unlimited data under Local Government Act 1972 s. 133
- d) To receive an update from the Parish Rooms Working party

11. To discuss internal Parish Council issues

- a) To consider appointing the internal auditor through Lalc at a cost of £170 under Accounts and Audit (England) Regulations
- b) To consider the terms of reference for the Finance Committee
- c) To consider the recommendation from the Finance Committee with regard to paying the clerk's expenses towards heating, electricity, telephone and wi-fi of £5/month under Local Government Act 1972 s.111
- d) To consider the recommendation of the Finance Committee to changes to the bank mandate and internal control processes

- e) To note that the updated allotment agreement has been signed.
- f) To consider signing the Nalc and SLCC Civility and Respect Pledge and consider adopting the Dignity at Work policy
- g) To consider excluding the public and press under the Public Bodies (Admissions to Meetings) Act 1960 in order to discuss the clerk's July appraisal

12. To receive correspondence and resolve action if required

13. Clerk and Councillor Reports (for information only), including a review of actions from minutes and matters that councillors wish to be brought to the next or subsequent meetings. *No decisions may be made under this section, but councillors may wish to flag up issues*

14. To note the date of the next meeting, Monday 3rd October 2022 at 7pm in the Parish Rooms

¹ A dispensation form should be requested from the Clerk before the meeting date and will be considered by Full Council at the meeting