

Normanby By Spital Parish Council

c\o 11 Highgate Lane, Normanby by Spital LN8 2HQ

Tel: 07766 396061

Published 07/05/2024

NOTICE IS HEREBY GIVEN and Members are summoned to attend a meeting of the Parish Council to be held in **St Peter and St Pauls Church Owmbly by Spital** on Monday 13 May 2024 at 7.30 p.m. at which the under mentioned business will be transacted

There will be a public forum for a maximum of 15 minutes when members of the public may ask questions or make short statements to the Council. Items not on the agenda will not be debated, but if appropriate will become an agenda item at the next appropriate meeting.

Julie Haycraft Parish Clerk

A G E N D A

1. Election of Chairman and sign the declaration of acceptance of office
2. Election of Vice Chairman and sign the declaration of acceptance of office.
3. Chairman's welcome and opening remarks
4. To receive reports from County & District Councillors & Police, if present
5. Apologies for Absence - To receive and accept apologies where valid reasons for absence have been given to the Parish Clerk prior to the meeting.
6. Co-option of Councillor
7. To receive declarations of interest under the Localism Act 2011 – being any pecuniary interest in agenda items not previously recorded on Members' Register of Interests and any written requests for dispensation
8. To approve as a correct record the notes of following meetings of the Parish Council and to authorise the Chairman to sign the official minutes
 - a. Meeting held on 04 March 2024
9. CPC Update
 - a. Events Update
 - b. Accounts Update
 - c. Health and Safety Update
 - d. Grant Update
10. Cemetery update
11. Policies –
 - a. Cemetery Rules – Amended as per document control – Resolve to accept
 - b. Vexatious Requests and Complaints – Resolve to accept (no changes)
 - c. Safeguarding Policy – Resolve to accept (no changes)
 - d. Data Breach Policy – Resolve to accept (no changes)
 - e. Data Protection Policy– Resolve to accept (no changes)
 - f. Subject Access Request Policy – Resolve to accept (no changes)

12. Finance Matters

- a. To approve and sign the Council's Annual Governance Statement for the 2023/2024 Annual Return for the financial year ended 31.3.24 prior to submission for external audit.
- b. To approve and sign the Council's Annual Accounting Statements for the 2023/2024 Annual Return for the financial year ended 31.3.24 prior to submission for external audit.
- c. To agree the schedule of payments delegated to the clerk for the year 2024/2025.
- d. To approve payments as shown in the Bank Rec.

Bank Rec for Meeting May 2024

Prepared 07/05/2024

Balance at Year End bf £3,499.72

Receipts

Precept		£9,750.00
Vat Refund		£130.25
Total		£9,880.25

Expenditure

Clerk Mar 2024		£257.60
HMRC		£185.80
Clerk Apr 2024		£257.60
Total		£701.00

£12,678.97

Payments Pending Action

Half share of rates	£105.18	
Zurich Insurance	178.56	
Half Share March Grass	£125.00	
Stuart Clegg Payroll	£25.20	
Half Share April Grass	£250.00	
Half share School Hire	£42.50	
Total		£726.44

Overall Total Exp £1,427.44 cf £11,952.53

13. Next meeting
1 July 2024