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## **Meeting of Asfordby Parish Council**

**30<sup>th</sup> MAY 2022 at 1900 hrs**

**Members: Cllrs P Lamb, K De Burle, J Whitehead, M Sheldon, R De Burle**

### **Agenda**

- 1 To Receive Apologies of Absence.
  
- 2 Disclosure of Interests.  
Councillor de Burle in any matter relating to Melton Borough Council
  
- 3 Approval of Minutes.

Minutes for Wednesday 16<sup>th</sup> February 2022  
Annual meeting of the Council Tuesday 3<sup>rd</sup> May 2022

4 Chairman's report.

5 Public Forum (maximum individual 5mins) (Standing order rule 2g)

To consider any questions or representations relating to tonight's agenda raised by members of the public.

6 To Consider and approve the annual internal Audit report including.

a. To acknowledge the report and review its content and decide if any response is appropriate.

Move.....Second.....Vote

b. To approve the content of the report.

Move.....Second.....Vote

c. To approve the publication of the report and its submission to PKF Littlejohn

Move.....Second.....Vote

d. To approve and confirm Friday 13rd June to Friday 22nd July as the dates for the period for the exercise of public rights.

Move.....Second.....Vote

7 To approve the correction of 3 transfer errors in the 2022 /23 Budget Document reviewed by internal auditor.

Prop & Moved:          seconded:          Questions:          Vote:

8 Lead Member Reports, Brief overview of activity 5 mins max.

a. Parish Hall and street Furniture  
Councillors Mal Sheldon and Lamb

b. Cemeteries, Allotments, and Green spaces  
Councillors De Burle K and Mal Sheldon.

- To approve a quotation for work to tidy the Glendon Play area

Moved:          seconded:          Questions:          Vote

- To consider a request to place a kerb around an ashes plot

Moved:          seconded:          Questions:          Vote

c. Finance, Resources inc Personnel and Governance  
Councillors De Burle R and Lamb

To approve the list of payments Value

Moved:          seconded:          Questions:          Vote

- d. Communities and Recreation  
Councillors Whitehead and De Burle K

9 To Consider moving into closed session, as per the 1960 (Admission to meetings act) for the consideration of sensitive staffing matters.

Prop & Move:                      Seconded:                      Questions                      Vote

10 Matters to be considered.

- a. Senior Administrative Officer
- b. Care Taker / Handyman
- c. Responsible Financial Officer
- d. Length Man
- e. Hall Cleaner

11 Meeting Close

Please Note: It is intended that this meeting will take no longer than 2.0 hours.

