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NOTICE

A Meeting of the Parish Council

Will be held at 19.00pm in the Parish Office on Friday 22nd December 2023

Agenda

Members: Chair R De Burle, Deputy Chair P Lamb, Cllr J Whitehead, Cllr K De Burle.

All meetings will be recorded for the purpose of accuracy and clarity.

- 1. To Receive Apologies of Absence.**
- 2. Member Declaration of Interests.**
- 3. Approval of Minutes.**

Meeting minutes for Thursday 26th October 2023.

- 4. Chairman's report.**
- 5. Correspondence Received.**

To receive written questions from the public.

- 6. Grant to Local Group.**

To authorise S137 payment of £299.34. to Friends of Asfordby Garden and Wildlife group for the purchase of plants and compost for village planters.

Moved

Seconded

Discuss

Vote

- 7. Provision of New and Replacement Signs.**

An inspection and review of signs in the Allotments, Wild Flower Meadow, Play Areas and Parks,

has high-lighted damaged and missing signs. In order to meet our obligations, it is intended to replace wherever required.

Members to discuss the proposal and approve the purchase of 11 new signs with posts and fixings.

➤ Provider A.	11 A3 Signs & Galvanised posts & Fixing	£ 774.62 + vat
➤ Provider B.	11 A3 Signs & Aluminium posts & Fixings	£ 907.92 + vat
➤ Provider C.	11 A3 Signs & Aluminium posts & Fixings	£1,092.87 +vat

Moved Seconded Discuss Vote

8. Replacement of broken Parish Dog Waste Bins.

Following inspection and monitoring of the 23 dog waste bins with 25 litre capacity in the parish, it has shown 13 are corroded or damaged.

Members to consider and discuss replacing the 13 corroded and damaged dog waste bins with 40 litre plastic bins, and placing new bins on Leah Way and Saxelby Road.

➤ Provider A.	15 x 40 litre bins	£2095.00 + vat
➤ Provider B.	15 x 40 litre bins	£2187.50 + vat
➤ Provider C.	13 x 25 litre & 2 x 35 litre bins	£2285.02 + vat

Moved Seconded Discuss Vote

9. To Approve Councils Policies.

Following the 14 day notice period for councillor vacancies the council is now in a position to co-opt to fill the seven councillor vacancies 3 for the village and valley and 4 for Asfordby Hill.

a. To approve and adopt the Councils Co-Option Policy.

Moved Seconded Discuss Vote

b. To approve and adopt the Allotment contract as the only version in play and to distribute annually with charges invoice.

Moved Seconded Discuss Vote

10. Budget and Precept 2024/25.

Members to receive the year-end financial statement and draft 2024/5 budget proposal.

Members are asked to note that the 2024/25 budget is influenced by considerable unprecedented increases in cost to all bought in services.

To maintain services and ease the impact on Parish precept it is proposed to utilise any under spend in the 2023/24 tax year, together with the transfer of circa £50,000.00 from the Jubilee Park footpath reserve. Members are asked to consider and approve:

a. The transfer of any surplus from the 2023 /24 budget estimated to be £9,922.83

b. Self-generated Income 2024/25 estimated £23,016.25

c. The transfer of £44,611.32 from the Jubilee park footpath reserve to support the Budget and Precept for the 2024/25 Financial year.

Moved Seconded Discuss Vote

- d. Subject to approval being given to a, b & c, above, members are asked to approve setting budget for the 2024 / 2025 fiscal year at £220,270.00 with a precept requirement of £142,719.60

Moved Seconded Discuss Vote

11. Financial Matters.

- a. To approve list of payments made.

October 2023 list of payments no 7 value £11,082.57

Moved Seconded Discuss Vote

November 2023 list of payments no 8 value £14,087.67

Moved Seconded Discuss Vote

- b. Parish Financial 2nd quarter account update.

Members to note the position and approve publication.

- c. Members to note Bank Reconciliation Statements.

- d. Members to consider the debit card spent cap for the administration manager to be increased from £250.00 to £500.00. in line with the Parish Financial Regulations.

Moved Seconded Discuss Vote

12. Administration Matters.

- a. To seek approval to contact the Councils banks to remove all former employees and Councillors that are signatories, and to add new signatories as required. It is proposed that all members become signatories.

Moved Seconded Discuss Vote

- b. Members to receive, discuss and approve proposed photocopying charging structure.

Moved Seconded Discuss Vote

- c. Members to receive, discuss and approve the proposed Allotment Charging and protocol.

Moved Seconded Discuss Vote

13. Village Community Tea / Coffee Morning.

Members to consider the proposal from a parishioner for his group to run a weekly tea / coffee morning for residents of the Parish for an initial trial period of 12 weeks then meet to review.

Provisions:

- The PC to provide the small meeting room and kitchen facilities only.
- Access to toilets would be through the main hall front door to protect the integrity of the hall dance floor.
- The group to provide all consumables.
- Consumption of food restricted to biscuits.
- Any music to be held at an acceptable level, and licence provision to be met by the group.
- All washing up and cleaning would be the responsibility of the group before leaving

Moved Seconded Discuss Vote

14. To receive any verbal observations from members of the public in relation to tonights agenda.

15. Proposal to move to a Closed Session as required by law to discuss matters relating to staffing and other sensitive administrative matters.

Moved Seconded Member vote

Meeting Close / Next meeting TBA.