

Walton on the Wolds Parish Council

www.waltononthewoldspc.gov.uk

clerk@waltononthewoldspc.gov.uk

25th June 2024

Parish Council Members are hereby summoned to attend a meeting of the Parish Council to be held on Monday 1st July 2024 starting at 6:30pm. The meeting will be held at the Village Hall, Loughborough Road, Walton on the Wolds, LE12 8HT.

Emma Andrews

Clerk/RFO#

AGENDA

The meeting will be preceded by a public participation session of 15 minutes maximum.

- 1. To receive and accept apologies for absence**
- 2. To receive declarations of interest relating to agenda items**
- 3. To receive and approve the minutes of the Parish Council meeting held on 11th June 2024.**
- 4. To receive a report from the Borough Councillor TBC**
- 5. To receive a report from the County Councillor TBC**
- 6. To receive a report from the Police TBC**
- 7. To discuss any planning applications received None**
- 8. To update on the external audit process**
- 9. To discuss and approve financial matters**
 - I.** To receive and approve the monthly bank statements
 - II.** To receive and approve the monthly bank reconciliation.
 - III.** To receive and approve the Schedule of Payments (Appendix A)
 - IV.** To receive and approve an updated budget/projected spend for 2024/25 (Appendix B)
 - V.** To sign paperwork to open a separate bank account for the Constable's Land Charitable Trust.

- 10. To receive and adopt an updated risk assessment (Appendix C)**
- 11. To agree an amendment to section 4.2 of the new Financial Regulations, as recommended by the LRALC, changing 'October' to 'November'.**
- 12. To agree an amendment to section 4.3 of the new Financial Regulations, as recommended by the LRALC, changing 'November' to 'December'.**
- 13. To update on any recent burial ground applications and consider any outstanding burial ground issues.**
- 14. To note any correspondence**
 - I.** Email from a parishioner about speeding and speed limits in the village and the response from Leicestershire County Council.
 - II.** Emails from British Gypsum about SIDs.
- 15. To discuss next steps with the casual vacancy for a councillor.**
- 16. To confirm the date and time of the next Parish Council meeting** Monday 5th August at 6:30pm
- 17. Close of meeting**

Agenda issued by email to:

Cllr Glenn Archer (Vice Chair 2024-25)

Cllr Christine Greenall (Chair 2024-25)

Cllr Julie Lewin

Cllr Terry Lewis

APPENDIX A

WALTON ON THE WOLDS PARISH COUNCIL

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Schedule of Payments July 2024

To be approved at the Parish Council Meeting held on 1st July 2024

Payee	Description	S137	Payment method	VAT	Total Amount
E. Andrews	Salary 01/06/2024 – 30/06/2024 12 hours + 20 hours overtime	n/a	Online payment	n/a	£439.36
Cllr Greenall	Reimbursement for village picnic sweets	Y	Online payment	n/a	£41.85
Community Heartbeat	Defibrillator pads	n/a	Online payment	£9.39	£56.34
Scribe Accounts	Set-up fee	n/a	Online payment	£39.80	£238.80
Jules Cawthra	Mower petrol reimbursement	n/a	Online payment	n/a	£9.00
E. Andrews	Printing reimbursement	n/a	Online payment	n/a	£9.40
Scribe Accounts	Monthly subscription	n/a	Online Payment	6.00	£36.00
TOTAL				£55.19	£830.75

WALTON ON THE WOLDS PARISH COUNCIL

Appendix B: 2024-25 BUDGET (revised July 2024)

Category	2023-24 spend¹	2024-25 Budget Feb 2024	Spend to date	Project spend 2024-25
Staff costs	388	2000	1304.35	7000 ²
Office expenses	103.70	260	80.70	350
Street Lighting	345.29	210	0	210
Hedge cutting	423.65	250	0	250
Hall hire	50	50	0	50
Village Hall grant S137	500	500	0	500
Events s137	0	500	41.85	250
Christmas s137	207	400	0	250
Insurance	212.81	300	252.48	252.48
Christian Link Magazine s137	0	150	150	150
Website	300	375	30	400
LRALC/NALC subscriptions	189.59	157	317.47	317.47
Other subscriptions	0	70	0	110
Defibrillator maintenance	56.34	300	56.24	300
Mower fuel	45.29	0	36	100
Mower maintenance	186	300	452.57	700
Benches	218	300	0	0
Election expenses	0	100	0	100
Training	180	0	40	250
Audit fees	0	0	250	710
Email/office subscription	0	0	102	102
Scribe accounting/cemetery subscription	0	0	274.80	562.80
SIDS	11808	0	165.53	165.53
Burial Ground maintenance	0	73	0	150
Miscellaneous	793.50	0	0	0
TOTAL		£6295	£3553.99	£13230.28

¹ Impossible to give accurate and meaningful figures for some categories due to incomplete records. See large sum of money allocated to 'miscellaneous' in the 2023-24 accounts.

² Estimated spend at the current salary scale is approximately £5600. This sum allows for the anticipated salary increase (NALC pay scales) in autumn 2024.