

WALTON ON THE WOLDS PARISH COUNCIL

To the Chair and Members

You are summoned to attend the Ordinary Meeting of the Walton on the Wolds
Parish Council to be held in the Village Hall, Walton on the Wolds on

Tuesday 6th February 2024 at 6.30pm

Issued by Susan Stack – Locum Clerk on 31st January 2024

AGENDA

- 1 To receive apologies for absence
- 2 Declarations of Councillors' Interests in items on the agenda
- 3 Public Speaking - A period of not more than fifteen minutes will be made available for members of the public to raise any issues
- 4 To approve and sign minutes of the Meeting of the Parish Council held on Tuesday 7th November 2023 (with amendments) and 2nd January 2024
- 5 Progress on actions from previous meeting;
 - a) Chicken excrement (Chair)
 - b) Historic hedge and tree preservation (Chair)
 - c) Hedge trimming (T Lewis)
 - d) Footpath topping (T Lewis)
 - e) Speed sign operation and location
 - f) Overgrowing hedge Black Lane (Chair)
 - g) Resident parking near pub (Chair)
 - h) Financial and other documentation (Chair)
 - i) Website updates (G Archer)
 - j) Sample job description/person Spec./Pay Scales (Clerk)
- 6 To receive a report from the Police
- 7 To receive a report from the Village Hall management
- 8 Update from District and County Councillors
- 9 General parking issues in the village

- 10 Financial matters
- a) To receive a list of payments made since last meeting
 - b) Scrutiny of any invoices outstanding for payment
 - c) Scrutiny of any quotations for work and appoint contractor/supplier
 - d) To receive and approve accounts up to 31st December 2023 and comparative budgets
 - e) Chairman to sign to agree bank statement(s) to accounts
Any budget amendments necessary for remainder of 2023/24 year
 - f) Consider and set budget for 2024/25 year
 - g) Changes required to existing bank mandate/move bank account to Unity Trust – update
 - h) To appoint East Midlands Auditing Service to carry out a governance review in September 2024 at £87.50 cost.
- 11 Website update – Continue to use Cuttlefish
- 12 Burial Ground matters – fees and maintenance
- 13 Date of the next meeting(s) –March 5th, May 7th (APM).
- 14 To resolve that public and press be excluded from the meeting due to the confidential nature of the items to be transacted
- 15 Confidential Item – Update on retiring Clerk
- 16 To agree matters appertaining to recruitment of new permanent Clerk & RFO including (but not exclusive to) Job Description, Person Specification, arrangements for advertising, setting interview panel appointment