

NOTICE

**Councillors are summoned to attend the
Meeting of Little Birch Parish Council to be held at 7pm on
Wednesday 4th October 2023 at Little Birch Village Hall**

**All members of Little Birch Parish Council: Councillors Mike Davies (Chair), Nick Deacon,
Chris Atkinson**

Members of the public are warmly invited to attend.

Agenda

1. **Open session for members of the public.** There will be no longer than 10 minutes allowed for any members of the public present, to speak for up to 3 minutes each.
2. **To accept apologies for absence** – Cllr Tom Palfrey
3. **Co-option of Councillor:** Formal co-option of new councillor
4. **Clerk Correspondence** – Any correspondence received by the clerk
5. **To receive Declarations of Interest** –
6. **To accept reports from: -**
 - 6.1 **Ward councillors report (Toni Fagan)**
 - 6.2 **Balfour Beatty** – Locality steward report (James Howell)
 - 6.3 **Police update** - Update of Police charter
 - 6.4 **Report from footpaths officer; (Chris Fowler)**
7. **Acceptance of Minutes of meeting** (September 6 2023)
8. **Action Points from last meeting** – all included on the agenda.
9. **Planning Matters:** None current
10. **Finance** – including:
 - 10.1 **Balance (at 01.10.23) Lloyds Account £7199.21**
 - 10.2 **Payments to be agreed:**
 - Clerk Salary as per contract**
HMRC £45.68
 - Expenses £20.74 (Fuel £9, Broadband £5, Pins for notice board £6.74 (Amazon)
 - CiLCA £450 (one off expense to reimburse clerk for training qualification fee)
 - 10.3 **Receipts** – Precept 2nd half now received
VAT Returns - £303.47
 - 10.4 **Requests for financial aid** – None
11. **Lengthsman work:** To discuss work for Lengthsman
12. **Overgrown trees at Castle Inn update:** Update on the Castle Inn foliage issue
13. **To allow delegated powers to clerk:** To give clerk authority to act on Parish Council behalf
14. **Initial Precept discussion:** To start discussion on precept 24/25
15. **Paperless statements:** To allow clerk to adopt paper free bank account
16. **To note resignation of chair:** Chair to formally submit resignation
17. **Items for next meeting (no discussion):**
18. **Date of next meeting:** To note date of the next meeting November 1 2023 7pm

Dates of Future Meetings for 2023/24

	October 4	7pm	February 7	7pm
	November 1	7pm	March 6	7pm
	December 6	7pm	April 3	7pm
	January 3	7pm	May 1	7pm

Mr Neil Barrington, Clerk and RFO for
Little Birch Parish Council
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October 2023

