

NOTICE

**Councillors are summoned to attend the
Meeting of Little Birch Parish Council to be held at 7.30pm on
Wednesday 3rd April 2024 at Little Birch Village Hall**

All members of Little Birch Parish Council: Councillors, Nick Deacon, Chris Atkinson, Tom Palfrey, Steven Coles, Kate Dillon

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** – None received
3. **Clerk Correspondence** – Any correspondence received by the clerk
4. **To receive Declarations of Interest** – None received
5. **To accept reports from: -**
 - 5.1 **Ward councillors report (Toni Fagan)**
 - 5.2 **Balfour Beatty** – Locality steward report (James Howell)
 - 5.3 **Police update** - To receive Police report
 - 5.4 **Report from footpaths officer; (Chris Fowler)**
6. **Acceptance of Minutes of meeting** (March 6 2024)
7. **Action Points from last meeting** – all included on the agenda.
8. **Planning Matters:** Nothing currently to consider
9. **Finance** – to consider all outstanding invoices including:
 - 9.1 **Balance (at 01.04.24) Lloyds Account £3057.23**
 - 9.2. **Payments to be agreed:** To consider all outstanding payments
Clerk Salary as per contract
HMRC £49.68
Expenses £14 (Fuel £9, Broadband £5)
 - 9.3 **Receipts** – Precept 2nd half now received
VAT Returns - £303.47, £194.97
Lengthsman Match funding £400
 - 9.4 **Requests for financial aid** – None
10. **Lengthsman work:** To discuss work for Lengthsman and funding proposals.
11. **Defibrillator** – Update on defibrillator funding, training
12. **Appointment of Auditor** – To appoint an auditor for annual governance audit review 23-24
13. **Discussion on Bank account:** To discuss clerk creating invoices.
14. **Items for next meeting (no discussion):**
15. **Date of next meeting:** To note date of the next meeting May 8 2024 7.30pm

Dates of Future Meetings for 2024/25

	May 8	7.30pm	October 2	7pm
	June 5	7.30pm	November 6	7pm
	July 3	7.30pm	December 4	7pm
	September 4	7.30pm	January 8	7pm

Mr Neil Barrington, Clerk and RFO for Little Birch Parish Council c/o lbpcclerk@gmail.com April 2024