

	Agenda	Item	Action
1	Welcome and apologies	To open meeting and record any apologies received	GR
	Present	Chairperson Councillor Pearson, Cllrs Chaudry, Thomason, Parker County & Borough Councillor Bell PCSO Charley Payne	
2	To accept any apologies received.	To consider any apologies received and record as accepted.	GR
	Apologies	Vice-Chairperson Councillor Roberts, Cllrs Sharp and Peart	
3	Procedural items	Please refer to the notes at the end of agenda	HPC
4	Declarations of interest	Please refer to the notes at the end of agenda	GR
5	Chairman's Announcement	Please refer to the notes at the end of agenda	GR
6	Report from Borough & County Councillors	To receive report from Borough & County Councillors.	MB
	Report from Cllr Bell	<ul style="list-style-type: none"> • Community Funding Opened – Clerk to email amount requested for Xmas lights. • Proposal for HMO in Silver birch close converting 2 houses. Lady living in between both very unhappy. • Barrier outside entrance to rec ground still not repaired. • Dr Bal updated on new facilities for the surgery including a frailty clinic, dermatology unit, orthopaedic surgeon twice per week, heart failure unit and on-site physio – pharmacy still in discussion. 	
7	Report from Police & PCSO	To receive report from Police & PCSO	PC
	Report from PCSP Charley Payne	Shoplifter stopped at triple a Foodhall Road peace walk well attended. Atherstone Big weekend – police presence Rural crime to speak to travellers about animal cruelty due to horses on road. School parking issues reported	
8	Public Question Time	Strictly 15 minutes allocated to members of the public wishing to address the Council.	MOP
		None	
9	Accounts for Payment	To approve payments to invoices Received by the Council	Clerk
		Invoices amounting to £12722.57 approved for payment by the Council including items: £378.31 Glendale Grass cutting, £3325.61 HMRC PAYMENT, £1000 FUNDING FOODBANK	
10	Financial Report	To receive an update on the Financial Status of the Council	Clerk
		Income received £3754.16 Balances at end of May £57176.01 Current – Reserves £117445.55	
13	Internal Audit	To review report from Internal Auditor & Comments received to be actioned.	HPC
		Internal Audit took place on the 10 th of May at the Community Centre with the Clerk. Report given and Clerk to action.	
14.	External Audit Section 1 – AGAR	Section 1 of Annual Governance Statement to be reviewed and signed by the Chairperson and Clerk.	
		Section 1 of Annual Governance Statement signed by Councillor Pearson Chairperson of Hartshill Parish Council and Clerk.	

15.	Section 2 – AGAR	Section 2 – Accounting Statements to be reviewed and signed by Chairperson and Responsible financial officer.	
		Section 2 – Accounting Statements reviewed and signed by Chairperson Councillor Pearson and Responsible financial officer.	
16.	Notice of Public Rights & Publication of Unaudited Annual Governance & Accountability Return	Notice of Public Rights & Publication of Unaudited Annual Governance & Accountability Return – Accounts for year ended 31 st March 24 Local Audit and Accountability Act 2014 Sections 26 and 27 - The Accounts and Audit Regulations 2015 (SI 2015/234) Notice of commencement of public rights to inspection – commencing Monday 10 th June to Friday 19 th July by appointment with the Clerk Clerk to publish on Council website and community notice boards.	
17	Planning Applications	To consider any planning applications received by the Council.	HPC
		None	
18	Minutes of the Last Meeting	To approve the minutes of the last meeting 2425-002 and sign as a true record.	Chair
		Minutes signed and recorded as a true record – Proposed Cllr Pearson, Seconded Cllr Thomason.	
19	Correspondence	To receive any correspondence received for the month April.	HPC
		None	
20	Estate	To discuss matters relating to Snowhill Rec Ground, Hartshill Cemetery and Hartshill Community Centre.	HPC
		Snowhill – Rec Ground voted for refurbished option for camera replacement. Parish Council agree to fund half of the cost approx. £3k Community Centre – Cllr Pearson would like to ask someone else to be keyholder for the building. Cllr Parker agreed. Cemetery – Stephen due back to work next week – Beechwood landscaping this week.	
21	Committee Members	To discuss committee members of the Council	HPC
		Committee members agreed.	
22	Xmas Lights	To discuss Xmas lights on Hartshill Green and placement of lamp post.	HPC
		Severn Trent funding an option for xmas lights. Ask businesses to sponsor a tree	
23	Camera on Rec	To discuss the purchase of a new CCTV camera for Snowhill Rec	HPC
		Discussed under item 20. Estate.	
24	Items for Next Agenda	Items for decision only for next agenda (July 2024)	HPC
		<ul style="list-style-type: none"> • Trees on Green • Entrance to village sign • Plaques for sign 	
25.	Confidential Item	<ul style="list-style-type: none"> • Staff Salaries discussed and agreed to raise to the following rates of the NALC PayScale 23/24 • LA – Scale 8 • JM – Scale 3 • SW – Scale 5 • OH – Scale 26 • RP – Scale 2 • It was agreed at this meeting that financial regulations will change to make sure staff wages are adjusted once new NALC Pay scales are released to avoid back payments. p 	
	Date and Time of next meetings	Meeting Closed 7.59pm The next meeting will take place on July 2nd, 2024, at 6.30pm at Friends Meeting House.	HPC

Signed

Date

Reference