

WEST TYTHERLEY, FRENCHMOOR & BUCKHOLT PARISH COUNCIL

Clerk: Becky Hopkinson

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NOTICE OF MEETING

You are summoned to attend the Ordinary Meeting of the Parish Council for the transaction of business as set out in the agenda below:

Date: Monday 8th April 2024

Time: 7.00pm

Location: King Edward's Hall, West Tytherley

Becky Hopkinson

Clerk to West Tytherley, Frenchmoor & Buckholt Parish Council

AGENDA

240401	To receive and accept apologies for absence
240402	To receive declarations of pecuniary and personal Interests relating to items on this agenda
240403	To approve the minutes of the Parish Council Meeting held on 11 th March 2024
	Public Speaking*
240405	To receive report from Cllr Stewart McDonald TVBC
240406	To receive report from Cllr Nick Adams-King HCC
240407	Finance I. Note the current financial situation and agree the reconciliation of the bank balance. II. To approve the requests for payments for April 2024 (table below). III. Update on change of signatories & bank account access. IV. To approve the engagement of Do The Numbers to carry out internal audit for the cost of £250. V. To approve tender for grass cutting 2024-25. VI. To approve change of signatory from FC to HU. VII. Approve renewal of HALC & NALC annual membership ~£280. VIII. To approve the engagement of Locum Clerk Karen Ross to assist BH with updating 2023-24 accounts, prepare for internal audit etc..
240408	Planning I. 24/00495/FULLS Seasons Cottage, West Tytherley. Bay window extension, replacement of thatch roof over front extension with lead roof install oak post and brick wall to base of porch II. 24/00505/FULLS Tanglewood, West Tytherley. Replacement agricultural outbuilding with loft space over. III. New applications received prior to the meeting (presently none – details from the Chairman)
240409	Receive Reports I. Lengthsman II. Recreation Ground III. Footpaths
240410	Resilience Plan Update regarding WTPC nomination to the KEH Committee. Update regarding Memorandum of Understanding.
240411	Correspondence Update regarding moving all council email addresses to .gov.
240412	Discuss Church Farm Culvert assistance
240413	Matters to be carried forward to next meeting
240414	To agree the date for the next meeting (also APM) as 13th May 2024

240415	Pursuant to section (12) of Public Bodies (Admission to Meetings) Act 1960 to resolve that, because of the confidential nature of the business to be transacted, the public and press leave the meeting during the consideration of 2022-23 Audit Report and recommendations and resulting actions.
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From	Item	Invoice Ref	Method	Amount
Staff	Expenses & Office allowance			25
HALC	Year End for Officers	6334		36
HALC	Introduction to Local Councils (MD)	6278		57.60
Staff	Payroll		BACS	£435
Hugo Fox	Website Hosting		DD	£11.99
West Dean PC	Contribution to playground			£250

Any other payment requests received prior to the meeting.				
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*** Period for Public Speaking**

Members of the public may raise any topic during the public participation period. If the matters raised are not on the agenda for the meeting these can be used to form part of the agenda for a future meeting at the discretion of the Council. Members of the public are welcome to stay for the Council meeting after the public session as observers but will not be able to join in the discussion unless invited to do so by the Chairman.

Relevant Documents:

11/03/24 Minutes

DO The Numbers engagement letter

Tender from Mr Eastman