

# MAUTBY PARISH COUNCIL

*Incorporating the villages of Mautby, Runham and Thrigby*

Tel: 01493 253041; Email: mautbyparishcouncil@gmail.com

Chairman: Mr Mark Bullent

Parish Clerk: Mrs Catherine Moore

## To Members of the Council,

You are hereby summoned to attend a meeting of Mautby Parish Council on **Wednesday 22<sup>nd</sup> May 2024 at 7.30pm at Runham Village Hall** for the purpose of transacting the following business:

*C Moore* Parish Clerk 16<sup>th</sup> May 2024

1. **Election of Chairperson**
2. **Election of Vice Chairperson**
3. **To consider apologies for absence**
4. **Co-option of Parish Councillors**
5. **Public Forum**
  - a. Public
  - b. County / Borough Councillors
6. **Declaration of interest for items on the agenda and applications for dispensation**
7. **To approve the minutes of the meeting held on Wednesday 27<sup>th</sup> March 2024**
8. **Matters Arising from the Minutes**
  - a. Replacement of rotten lampposts
  - b. Repair of Potholes
  - c. B-Line
9. **Finance**
  - a. Financial update 2024/25; and to note receipts since last meeting
  - b. Insurance Renewal 2024 (due 1<sup>st</sup> June 2024)
  - c. Receive Internal Audit
  - d. Approval of Annual Governance Annual Return
  - e. To consider payment of the following:

i. C Moore	Salary April & May 2024	£327.70
ii. HMRC	PAYE April & May 2024	£81.80
iii. C Moore	Expenses April & May 2024	£0.69
iv. Kerrie Wilton	Internal Audit Fee	£100.00
v. Zurich Town and Parish	Insurance	£1,018.18
10. **Correspondence and Consultations**
  - a. General Correspondence
11. **Planning**
  - a. New Applications  
None.
  - b. Applications considered between meetings  
None
  - c. Decisions  
None.
12. **Reports from Councillors and Outside Bodies**
  - a. Risk Assessments and Defect Reports around the Parish incl. Highways and Street Lights
  - b. Village Hall Committee Report
    - i. Update on further works at Village Hall
    - ii. Drainage and soakaways
    - iii. Heating at the Village Hall
    - iv. To consider prices for any remaining works and note funds remaining
    - v. Ongoing maintenance schedule for the Village Hall

- c. Village Green
  - i. Mole control
- d. Policing and Vandalism
- e. SAM2 Results

**13. Other Matters**

- a. Mains Sewerage to Parish
- b. Review of Policy Documents
  - i. Training Policy

**14. Reports from Councillors (for information only)**

**15. Date of Next Meeting: Wednesday 24<sup>th</sup> July 2024 7.30pm at Runham Village Hall**