



FINSTALL PARISH COUNCIL

Email: finstallpc@live.co.uk

NOTICE OF PARISH COUNCIL MEETING

Tuesday 4th July 2023, 7.30pm

at Finstall Village Hall

Elected members are summoned to attend this annual meeting to transact the business set out on the following pages.

Gill Lungley

Gill Lungley, Clerk/RFO

27th June 2023

Elected parish council members:

Norman Hewer, Malcom Molloy, Wendy Molloy, Christine Orr-Cooper,
Rosemarie Ryan, Caroline Spencer, Will Taylor (Chairman).

The meeting is open to members of the public who are welcome to address the council at agenda item 6 (Public Forum) at which point comments and questions may be put to the meeting regarding this agenda or for future consideration. Individual speaking time may be restricted at the Chairman's discretion. No further representation may be made at any other time in this meeting.

A G E N D A

1. **Chairman's welcome**
Chairman is to welcome everyone to the meeting and declare it open.
2. **To receive any apologies for absence.**
3. **Declarations of interest:**
 - a) All councillors are reminded to keep their Register of Interests up to date; it is available online.
 - b) All councillors must declare any interest ie. Disclosable Pecuniary Interest, Registerable Interest or Non-Registerable Interest, in items on the agenda and their nature.
In keeping with the council's code of conduct, members must leave the meeting during the discussion relating to the item in which the interest has been declared.
4. **To consider any request from a councillor for a dispensation to be allowed to stay in the meeting after declaring an interest.** Such request must be in writing and delivered to the Clerk before the meeting starts.
5. **Public Forum.**
 - a) An opportunity for members of the public to raise matters of interest or concern relating to this agenda or for future meetings.
 - b) County and District Councillors and community representatives are invited to present an update on their activities.

6. **To consider the minutes of the previous Council Meeting** held on 6th June 2023 and recommend approval.
7. **To comment on any planning consultations received and note planning authority decisions made.**
 a. No consultations received at the time of issuing this agenda.
 b. Decision notice received relating to ref 22/00460-CPE The Cider Mill
8. **FINANCE**
- a) To note the bank reconciliation, if possible
 b) To agree the budget comparison (budget v actual)
 c) To consider and authorise payments (see schedule below).
 d) To note receipt of annual Internal Auditor's report and agree to act on the recommendations.
 e) To note the audit period runs from 26/06/2023 to 04/08/2023.
 f) To complete the bank mandate for Unity Trust Bank.
 g) To note the comment of the previous clerk relating to receipt of £30.
 h) Update to HMRC dispensation request.
9. **Clerk's reports for information:**
- a) Update to the council's loan arrangements with Bromsgrove DC.
 b) Update on improvements to the playground.
 c) Update to solar powered VAS and speed awareness notices.
 d) Purchase of new laptop and associated software.
 e) Training arrangements (other councils invited).
10. **To agree the following:**
- i. Notification of the Lengthsman's resignation and appointment of a replacement.
 ii. To appoint a website provider for the council's new website: <https://finstallparishcouncil.gov.uk> and associated email address for each council member and clerk. Costs from £569 to set up.
 iii. To appoint D Malley to run the council's payroll.
11. **To note correspondence received.**
12. **Date, time and venue of next meeting:**
 Tuesday 5th September 2023, 7.30pm at Finstall Village Hall.

Finance schedule for approval in meeting.

Payments for approval					
V#	chq no	To	Reason	Gross amount	VAT paid
12	100986	S Keys	Lengthsman	tba	
13	(100987)	G Lungley*	Admin support, May & Jun '23	532.78	0.00
14	100988	St Godwalds PCC	Hire of Ruth Heald Room 25/05	24.75	0.00
15	100989	G Lungley	Laptop, printer inks	271.99	45.33
16	100990	D K Edwards	Annual Internal Audit	282.40	0.00
17	d/d	Three Counties payroll	Previous staff, Apr & May EPS	24.00	4.00

* Subject to payroll