**NOTICE OF SHACKLEFORD PARISH COUNCIL MEETING**

**14 November 2022**

**To the Councillors of Shackleford Parish Council - your attendance is requested at a meeting of the Council at 7.30pm on Monday 14 November 2022. Please let me know if you are unable to attend.**

**Kate Lingard** Clerk to the Council  Contact: shacklefordclerk@gmail.com

**PUBLIC SESSION**

Local residents are welcome to attend and raise any local issues or concerns informally at the beginning of the meeting.

**AGENDA**

1. **Apologies for Absence**
2. **Declarations of Interest -** members are requested to disclose personal or prejudicial interests they may have in agenda items
3. **Minutes of meeting held on 4 July 2022 –** to be approved and signed
4. **Matters Arising (**for information only**)**
5. **County and Borough Councillors –** to receive an update on new and outstanding matters
6. **Highways and Byways –** latest update on issues
7. **20’s Plenty Initiative** – update on County Speed initiative
8. **Horse Margin/footpath near Grenville Road/SPC car park**– to discuss progress clearing/repairing
9. **Hurtmore Field** – to discuss maintenance of the field
10. **Jubilee Field** – to discuss the current situation regarding the future of the field
11. **Finance – (a) Expenses** – to approve the following payments:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Date** | **Amount** | **Reason for expenditure** | **VAT** | **Payee** |
| 1/8/22 | £9.95 | Website fee | 1.66 | 34SP |
| 1/9/22 | £9.95 | Website fee | 1.66 | 34SP |
| 1/10/22 | £9.95 | Website fee | 1.66 | 34SP |
| 1/11/22 | £9.95 | Website fee | 1.66 | 34SP |
| 1/8/22 | £300 | Bin emptying  | 0 | GBC |
| 14/11/22 | £164.63 | Clerk’s expenses | 0 | Kate Lingard  |
| 19/09/22 | £180 | Payroll Provision for the year (cheque signed in September) | 0 | T. Dye |
| 14/11/22 | £92.40 | Playground inspection  | 15.40 | Playsafety Ltd |
| 14/11/22 | £204 | Defibrillator battery | 34 | WEL Medical Limited  |
| 14/11/22 | £702 | Strimming and Hedge trimming of car park and playground | 117 | Greenhill Gardening Matters Ltd  |
| 14/11/22 | £50 | Hall Hire for July and November  | 0 | Shackleford Centre  |
| 12/9/22 | £50 | Shackleford Cricket Ground hire for Jubilee Party  | 0 | Shackleford Cricket Club |

1. **Receipts**

|  |  |  |  |
| --- | --- | --- | --- |
| Date | Amount | Reason | From  |
| 20/07/22 | £137.50 | VAT reclaim for playbark  | HMRC  |

**(c) Annual review of Internal Documents –** councillors to review and approve:

1. Asset Register as at November 2022
2. Bank Reconciliation as at Oct 2022
3. Risk Assessment for 2022
4. New Financial Regulations – based on the Model Financial Regulations 2019
5. Existing Data Policies
6. **Other Correspondence**
7. **First Aid Training –** to discuss possibility of setting up first aid/defibrillator training for residents
8. **Meeting dates for 2023 – January –** Monday 9th **March –** Monday 13th

 **May –** Monday 8th **July -** Monday 3rd

**September –** Monday 11th **November –** Monday 13th

**DATED** 9 November 2022