

BURSTALL PARISH COUNCIL MEETING

Wednesday, 8th November 2023

To All Parish Councillors

You are hereby summoned to attend the Parish Council meeting to be held on **Wednesday, 8th November 2023**, scheduled for 7.30pm, when the following business will be transacted.

Mrs S Frankis

Mrs S Frankis, Clerk to the Parish of Burstall, RFO & Proper Officer

AGENDA

- 1 **APOLOGIES:** to **RECEIVE and APPROVE** apologies for absence
- 2 **CASUAL VACANCY:** to **DECLARE** a Casual Vacancy due to resignation of Cllr N Fiske
- 3 **DISPENSATIONS:** to **RECEIVE** any Declarations of Interest or to **APPROVE** such dispensation requests

Public Forum:

- 4 **COMMENTS:** to **CONSIDER** comments from residents of the Parish on current agenda items
- 5 **REPORTS:** to **RECEIVE** the reports from the County and District Cllrs
- 6 **MINUTES:** to **RECEIVE and CONFIRM** the minutes of the Annual Parish Council meeting held 13th September 2023
- 7 **MATTERS ARISING:** to **CONSIDER** matters arising from the minutes of the Annual Parish Council meeting held 13th September 2023
- 8 **PLANNING:** to **CONSIDER** planning matters, and to **AGREE** any actions
- 9 **FINANCE:**
 - i) to **APPROVE** the following payments:

P39. Mrs S Frankis / HP Ink (LGA 1972, s139)	£2.99
P40. Nosegay (LGA 1972, s139)	£210.00
P41. Mr B Gasper / oak tree	£49.95
P42. Mrs S Frankis, May Salary (LGA 1972, ss101,111,112)	£298.02
P43. Mrs S Frankis / Broadband (LGA 1972, s139)	£15.00
P44. Mrs S Frankis / HP Ink (LGA 1972, s139)	£2.99
P45. Mrs S Frankis / Microsoft 365 (LGA 1972, s139)	£59.99

P46. Warren Dinnes (LGA 1972, s139)

£305.00

- ii) to **AGREE** the September and October 2023 Budget and Precept Reports
- iii) to **AGREE** to vire:
 - £770.00 from the General Reserve fund to 2023/24 budget heading 'grass cutting';
 - £133.08 from 2023/24 budget heading 'General Reserve' to the 2023/24 budget heading 'Election Costs';
 - £305.00 from the General Reserve fund to 2023/24 budget heading 'Coronation Commemoration'.
- iv) to **AGREE** to apply for a Barclaycard Cashback credit card for use by the Clerk
- v) to **AGREE** the 2024/25 budget and precept

- 10 **STANDING ORDERS:** to **ADOPT** revised Standing Orders
- 11 **EMERGENCY PLAN:** to undertake a review of the Parish Council Emergency Plan
- 12 **INFORMATION BOX:** to **AGREE** refurbishment of the Information Box
- 13 **OVERGROWN VERGES:** to **AGREE** action to deal with the overgrown verges and hedges within the Parish
- 14 **NEXT MEETING:** to **CONFIRM** the date and time of the next Parish Council meeting, 10th January 2024
- 15 **MATTERS RAISED BY MEMBERS:** to **CONSIDER** matters raised by members, including agenda items for the next meeting

Sue Frankis, Clerk to the Parish of Burstall
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