

CHARLTON HORETHORNE PARISH COUNCIL

Clerk: Ann Lee 3, Sparkford Road, Sparkford, Yeovil, BA22 7FA

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Notice of the next Parish Council Meeting

MEMBERS OF THE PUBLIC AND PRESS ARE INVITED TO ATTEND ALL COUNCIL MEETINGS
(Public Bodies (Admission to Meetings) Act 1960)

Dear Councillors,

You are hereby summoned to attend the following meeting:

Meeting of... **Charlton Horethorne Parish Council**
Time... **19:30hrs**
Date... **15 August 2023**
Venue... **Charlton Horethorne Village Hall**

Councillors will be discussing all the items listed on the Agenda.

Ann Lee

Parish Clerk

9 August 2023

Under the Openness of Local Government Bodies Regulations 2014, any members of the public are allowed to take photographs, film and audio record the proceedings and report on all public meetings (including on social media). No prior notification is needed but it would be helpful to let the office know of any plans to film or record so that any necessary arrangements can be made to provide reasonable facilities to report on meetings. This permission does not extend to private meetings or parts of meetings which are not open to the public. All recording and photography equipment should be taken away if a public meeting moves into a session which is not open to the public. If you are recording the meeting, you are asked to act in a reasonable manner and not disrupt the conduct of meetings for example by using intrusive lighting, flash photography or asking people to repeat statements for the benefit of the recording. You may not make an oral commentary during the meeting. The Chairman has the power to control public recording and/or reporting so it does not disrupt the meeting. Recording must be clearly visible to anyone at the meeting.

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PUBLIC SESSION

Questions and comments are invited from members of the public (**limited to 15 minutes in total, each individual limited to 3 minutes**). As issues raised during the public session may not relate to items on the agenda, no resolution for action can be taken¹. A record of public participation shall not be included in the Minutes.

Reports from County Councillors

Short oral reports are invited from County Councillors, regarding matters affecting Charlton Horethorne and the wider local community (if applicable to the local community)

AGENDA

- 23/23 Welcome from the Chair**
- 23/24 To receive apologies for absence and to approve the reasons given**
(LGA 1972 s85(1))
- 23/24 Declarations of interests** Council members to declare any interests, including any Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33 (b-e). (NB this does not preclude any later declarations)
- 23/25 To approve the minutes of the previous meeting – 31 May 2023** (LGA 1972 sch 12, para 41(1))
- 23/26 Matters to report from previous meeting**
- 23/27 Planning decisions report**
- 23/28 Finance – To approve the payment schedule for August 2023**
- 23/29 Finance – To report payments made since the last meeting**
- 23/30 Finance – To approve the cashbook and bank reconciliation to 31st July**
- 23/31 Finance – To approve transfer of RFO responsibility from Julie Ferguson to Ann Lee**
- 23/32 Finance – To consider dual signatory accounts at either NatWest Account or another Bank for good governance and efficiency**
- 23/33 To consider PCC application for Grant funding**
- 23/34 To resolve village green maintenance and award a contract for the remainder of the year, reviewing in November 2023**
- 23/35 To consider recommendations for use of surplus funds from Coronation Celebrations**
- 23/36 To receive Councillor reports**
- 23/37 Items for the next agenda**
- 23/38 Date of next meeting – tba**

End of Agenda