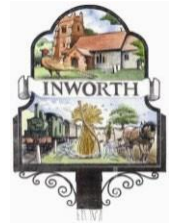




Messing Cum Inworth Parish Council

Notice of Meeting

Members are duly summoned to attend



MESSING CUM INWORTH PARISH COUNCIL MEETING THURSDAY 04 JANUARY 2024, Messing Village Hall, 1.30pm

Clerk & Proper Officer

AGENDA

- 1 245/23 **APOLOGIES FOR ABSENCE**
 - a) **RECEIVE** apologies for absence
 - b) **NOTE** decisions to accept apologies for absence
- 2 246/23 **DECLARATIONS OF INTEREST**
 - a) **RECEIVE** declarations of interest regarding the Agenda
 - b) **NOTE** decisions of requests for dispensation relating to the Agenda
- 3 247/23 **MINUTES - APPROVE** Minutes (previously circulated) as a true record - *for signature by the Chairman*
Minutes of the Meeting held on Tuesday 19 December 2023
- 4 248/23 **PUBLIC PARTICIPATION** (*shall not exceed 15 minutes*)
 - a) **RECEIVE** reports from City and County Councillors
 - b) **RECEIVE** public comments relating to the agenda or matters for future consideration - *members of the public may make representations, answer questions or give evidence at a meeting they are entitled to attend, shall direct comments to the chair and not speak for more than 3 minutes. A question shall not require a response nor start debate. Matters will be considered in accordance with agenda business.*
- 5 249/23 **CLERK'S REPORT - RECEIVE** Clerk's report (previously circulated)
- 6 250/23 **FINANCE**
 - a) **RECEIVE** RFO report (previously circulated) - VAT reclaim, interim internal audit
 - b) **RESOLVE** payment of invoice CEPC0123 £2115.20 clerk secondment liabilities
 - c) **RESOLVE** transfer to Unity Trust Bank - *draft letter for approval, updated Standing Orders*
 - d) **RECEIVE** and **APPROVE** Bank Reconciliation @ 31 December 2023 - *for signature by 2 members*
 - e) **RECEIVE** and **APPROVE** Accounts for Payment - *for signature by 2 members*
 - f) **RESOLVE** 2024/25 budget and precept - *deadline 25.01.24*
- 7 251/23 **GOVERNANCE - CONSIDER**
Updates to policies and procedures - Standing Orders
- 8 252/23 **BRIEF REPORTS OF MEMBERS**
Matters for forthcoming Agenda
- 9 253/23 **NEXT MEETING**
To agree date of next meeting Tuesday 16 January 2024 Messing Village Hall 7.30pm
- 10 254/23 **PERSONNEL MATTERS - RESOLVE** pursuant to s1(2) Public Bodies (Admission to Meetings) Act 1960 for the public and press to leave the meeting due to the confidential nature of business to be transacted.
RESOLVE outstanding personnel issues relating to previous employee - salary, recovery of parish records.

Close of Meeting