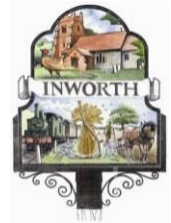




Messing Cum Inworth Parish Council

Notice of Meeting



Members are duly summoned to attend

MESSING CUM INWORTH PARISH COUNCIL MEETING
TUESDAY 16 JANUARY 2024, Messing Village Hall, 7.30pm

10.01.24 *Karen Elliott*, Clerk & Proper Officer

AGENDA

- 1 11/24 **APOLOGIES FOR ABSENCE**
 - a) **RECEIVE** apologies for absence.
 - b) **NOTE** decisions to accept apologies for absence.
- 2 12/24 **DECLARATIONS OF INTEREST**
 - a) **RECEIVE** declarations of interest regarding the agenda.
 - b) **NOTE** decisions of requests for dispensation relating to the agenda.
- 3 13/24 **MINUTES - APPROVE** minutes (previously circulated) as a true record - *for signature by the Chairman*
 - a) Minutes of the meeting held on Thursday 20 July 2023
 - b) Minutes of the meeting held on Monday 14 August 2023
 - c) Minutes of the meeting held on Tuesday 19 September 2023
 - d) Minutes of the meeting held on Tuesday 17 October 2023
 - e) Minutes of the meeting held on Thursday 09 November 2023
 - f) Minutes of the meeting held on Wednesday 22 November 2023
 - g) Minutes of the meeting held on Thursday 04 January 2024
- 4 14/24 **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 15/24 **CLERK'S REPORT** - ICO registration, RoSPA membership, training courses, SLCC Practitioners' Conference, Cloudy IT, Breakthrough Communications, gov email account.
- 6 16/24 **PARISH MATTERS**
 - a) **RECEIVE**: update from Messing Inworth Action Group.
 - b) **CONSIDER** Spring walk, dog bins, grass cutting and grounds maintenance contracts.
 - c) **CONSIDER** review of Council business actions and annual calendar, 2024/25 meeting dates.
- 6 16/24 **FINANCE**
 - a) **RECEIVE** RFO report.
 - b) Payment of invoice CEPC0123 £2115.20 clerk secondment liabilities - *this matter must be resolved*
 - c) **RECEIVE** update regarding transfer to Unity Trust Bank.
 - d) **RECEIVE** statement of accounts for the Orchard and Allotments.
 - e) **RECEIVE** and **APPROVE** accounts for payment - *for signature by 2 members*
- 17/24 **GOVERNANCE**
- 7
 - a) **RECEIVE** play area inspection reports, Santa event risk assessment, minutes of Orchard meetings.
 - b) **RESOLVE** to formalise orchard, allotments and outside recreational spaces within Council Committee structure, appoint members, agree terms of reference and meeting dates.
- 8 18/24 **BRIEF REPORTS OF MEMBERS** - matters for forthcoming Agenda.
- 9 19/24 **NEXT MEETING** - to agree dates for future meetings: Tuesday 20 February, 19 March, 16 April and 21 May 2024 at Messing Village Hall commencing 7.30pm. To consider date/time for the Annual Parish meeting.
- 10 20/24 **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, data security.

Close of Meeting