

WITHAM ST HUGHS PARISH COUNCIL

The Village Hall, Caraway Drive

Witham St Hughs

Lincoln

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NOTICE IS HEREBY GIVEN and COUNCILLORS are SUMMONED to attend the next meeting of Witham St Hughs Parish Council to be held on Wednesday 17th January 2024 at 7.00pm in the village hall.

At which the under mentioned business will be transacted.

There will be a 10-minute public forum at the start of the meeting, followed by a further 10 minutes allocated to receive reports from County and District Councillors, your presence is required during this time.

All public questions must be sent in beforehand, with speaking restricted 3 minutes per person.

Rachel Poppewell

Parish Clerk

12.01.2024

CHAIRMANS WELCOME & FIRE SAFETY BRIEF

1. Welcome and Apologies.
2. TO RECEIVE DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE LOCALISM ACT 2011 AND OUTLINED IN THE COUNCILS CODE OF CONDUCT – being any pecuniary interest in agenda items not previously recorded on Members' Register of Interest and any written requests for dispensations.
3. Health & Safety brief.
4. Notes of the Parish Council meeting held on Wednesday 20th December 2023 to be approved as minutes.
5. Notes of the Personnel Committee meeting held on Tuesday 9th January 2024, in closed session to be approved as minutes.
6. Clerks Update & Correspondence - to Resolve to approve any subsequent actions.
7. Finance.
 - a. To Authorise the signing of orders for payment, list previously circulated.
 - b. To receive the Bank Reconciliation as at 31.12.2023
 - c. To review the budget as at 31.12.2023
 - d. To consider the quotes to repair the rear door at the village hall.
 - e. To consider the quotes for the Emergency lighting inspection & testing.
8. To approve the budget and to Resolve to set the Precept the next financial year 2024/2025.
9. School Crossing Patrol Update

10. To approve the Allotment Liaison Officers plot fees.
11. To review the village hall, hire fees and to consider the addition of a Late Payment fee.
12. To review the following policies, and to consider adopting the Emergency Plan.
 - a. Training & Development
 - b. Donations & Grants
 - c. Emergency Plan
13. To consider the following planning application.
 - a. Prune back row of trees (N553 TPO) by 1-2 meters running alongside road.
Street Record, Camp Road, Witham St Hughs. Ref – 23/1525/TPO
14. DATE AND TIME OF NEXT MEETING.

Parish Council Meeting Wednesday 21st February 2024 at 7pm