



Darnhall Parish Council



To: **The Members of Darnhall Parish Council**

Dear Councillor

You are summoned to attend the meeting of the Darnhall Parish Council to be held on Tuesday 21st November 2023 at 8.00pm at Darnhall Village Hall.

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND THIS MEETING.

PLEASE NOTE THE START TIME OF THE MEETING.

Yours Sincerely,

A handwritten signature in black ink, appearing to be 'M/B' followed by a stylized flourish.

Dr Mark Bailey
Parish Clerk

AGENDA

1. APOLOGIES FOR ABSENCE

Apologies should be made to the Clerk before 6.00 pm on the day of the meeting, if possible.

2. DECLARATIONS OF INTEREST

Members to declare any disclosable pecuniary interest or non-pecuniary interest which they have in any item of business on the agenda, the nature of that interest, and in respect of disclosable interests, to leave the meeting prior to the discussion of that item. If declarations are not made at this point in the proceedings, they should be made as soon as the Member becomes aware of an interest. Whilst the Clerk can advise on the Code of Conduct and its interpretation, the decision to declare (or not) is the responsibility of the Parish Councillor, based on the circumstances of the matter in hand.

3. CASUAL VACANCY

One vacancy exists on the Parish Council following the Parish Council elections on May 4th, 2023, and the co-option of Cllrs Gaskill-Jones and Higgs at the last meeting of the Council in July 2023.

As per the Council's Standing Orders, the vacancy has now been advertised and the Council is now invited to co-opt an individual to fill the vacancy. Any nominees for the vacancies will need to be nominated and seconded by existing Parish Councillors, following which the whole Council will vote on the appointment.

RECOMMENDATION:

Members are asked to decide on filling the existing vacancy on the Parish Council.

4. MINUTES – THURSDAY 21st SEPTEMBER 2023 (PARISH COUNCIL MEETING)

To resolve that the minutes of the meeting of the Council held on 21st September 2023 be signed as a correct record.

<https://darnhall.nwclients.co.uk/wp-content/uploads/2023/11/Minutes-of-Meeting-21st-September-2023.pdf>

5. MINUTES – MONDAY 9TH OCTOBER 2023 (EXTRAORDINARY MEETING)

To resolve that the minutes of the extraordinary meeting of the Council held on 9th October 2023 be signed as a correct record.

<https://darnhall.nwclients.co.uk/wp-content/uploads/2023/11/Minutes-of-Meeting-9th-October-2023-Extraordinary.pdf>

6. MATTERS ARISING

To raise any matters from the above minutes.

7. PUBLIC PARTICIPATION

A period for members of the public to make comments on matters being discussed at the meeting (15 mins max).

8. CHAIR'S REPORT

The Chair of the Parish Council to provide a report to the Council under this item.

9. FINANCIAL MATTERS

The following financial matters will be considered at the meeting.

9.1 Ledger/Bank Reconciliation Statement (1.4.23-30.09.23)

The ledger/bank reconciliation statement for the period 1st April 2023-30th September 2023 is presented to Members for note.

<https://darnhall.nwclients.co.uk/wp-content/uploads/2023/11/Darnhall-Parish-Council-Ledger-01.04.23-30.09.23.pdf>

9.2 Budget Monitoring Report and Receipts and Payments Summary (Quarter 2 – 2023/24) (Apr-Sept 2023)

The budget monitoring report/receipts and payment summary to the end of quarter two (2023/24) (Apr-Sept 2023) are presented to Members for note.

<https://darnhall.nwclients.co.uk/wp-content/uploads/2023/11/Budget-Mon-Sept-2023-15.11.23.pdf> (Budget Monitoring Report)

<https://darnhall.nwclients.co.uk/wp-content/uploads/2023/11/Receipts-and-Payments-Summary-April-Sept-2023.pdf> (Receipts and Payments Summary)

9.3 Budget Setting 2024/25

Members are asked to note the 2024/25 budget setting report which is attached to this agenda.

<https://darnhall.nwclients.co.uk/wp-content/uploads/2023/11/Budget-Report-2024-25.pdf>

9.4 Authorisation of Payments

£360.53 Mark Bailey (Clerk Payment Oct/Nov 2023)
£255.60 Shires Accounts (Payroll M7-M12 2023/24)

Members are asked to note that the following payments were made between meetings.

£25.00 VH User (Refund of Deposit)
£215.00 Safe Security Ltd (Alarm System for VH)
£25.00 VH User (Refund of Deposit)

£25.00 VH User (Refund of Deposit)
£62.50 VH User (Refund of Deposit)

RECOMMENDATION Members are asked to approve the above payments.

10. COMMITTEES

Members are asked to ratify the following minutes: -

- Village Hall Management Committee – 9th October 2023
<https://darnhall.nwclients.co.uk/wp-content/uploads/2023/11/Minutes-09.10.23.pdf>

RECOMMENDATION

That Members approve the minutes as set out above.

11. PLANNING MATTERS

To consider any planning matters affecting the parish.

12. DARNHALL VILLAGE HALL

Members are asked to consider any issues relating to the Village Hall:

- Fees and Charges – Members to review existing fees and charges.

13. CLERKS REPORT

To consider any updates from the Clerk.

14. COMMUNICATION/SHARED INFORMATION

Members may share any other information, but formal decisions cannot be taken under this item.

15. DATE OF NEXT MEETING

Tuesday 23rd January 2023 – 7.30pm – Darnhall Village Hall

16. EXCLUSION OF PRESS AND PUBLIC

Due to their confidential nature, Members may decide to exclude the press and public from the meeting during consideration of the following matters in accordance with section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960. Reports relating to these items have been withheld from public circulation and deposit.

PART B

17. DARNHALL VILLAGE HALL

To consider quotes for the following items.

- Floor Polisher