



**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 16<sup>th</sup> January 2024 at 6.30pm 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 4<sup>th</sup>, 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 – TUESDAY 21<sup>st</sup> NOVEMBER 2024 (PARISH COUNCIL MEETING)

To resolve that the minutes of the meeting of the Council held on 21<sup>st</sup> November 2024 be signed as a correct record.

<https://darnhallparish.co.uk/wp-content/uploads/2024/01/Minutes-of-Meeting-21st-November-2023.pdf>

## 5. MATTERS ARISING

To raise any matters from the above minutes.

## 6. PUBLIC PARTICIPATION

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

## 7. CHAIR'S REPORT

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

## 8. FINANCIAL MATTERS

The following financial matters will be considered at the meeting.

### 8.1 **Ledger/Bank Reconciliation Statement (1.4.23-31.12.23)**

The ledger/bank reconciliation statement for the period 1st April 2023-31<sup>st</sup> December 2023 is presented to Members for note.

<https://darnhallparish.co.uk/wp-content/uploads/2024/01/Darnhall-Parish-Council-Ledger-01.04.23-31.12.23.pdf>

### 8.2 **Budget Monitoring Report and Receipts and Payments Summary (Quarter 3 – 2023/24) (Apr-Dec 2023)**

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

<https://darnhallparish.co.uk/wp-content/uploads/2024/01/Budget-Mon-Dec-2023-07.1.24.pdf> (Budget Monitoring Report)

<https://darnhallparish.co.uk/wp-content/uploads/2024/01/Receipts-and-Payments-Summary-April-Dec-2023.pdf> (Receipts and Payments Summary)

### 8.3 **Budget Setting 2024/25**

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

This has been considered by Finance Committee at its meeting on 9th January 2024 – see minutes at

<https://darnhallparish.co.uk/wp-content/uploads/2024/01/Minutes-FC-9.1.24.pdf>

Based on the conclusions of the Finance Committee, as set out in the above minutes, a draft budget is attached for Members to review, together with a covering budget report.

<https://darnhallparish.co.uk/wp-content/uploads/2024/01/Budget-Report-2024-25-15.1.24.pdf> **BUDGET REPORT**

<https://darnhallparish.co.uk/wp-content/uploads/2024/01/DRAFT-Budget-2024-25-16.1.24.pdf> **DRAFT BUDGET 2024-25**

Members are therefore asked to **RESOLVE**: -

- That a new budget of £9,940.00 be approved; and
- That the Clerk be authorised to request a precept of £8,000.00

from CWAC.

#### **8.4 Authorisation of Payments**

£360.53 Mark Bailey (Clerk Payment Dec 2023/Jan 2024)  
£35.00 NMC (Newsletter)

**RECOMMENDATION** Members are asked to approve the above payments.

#### **9. COMMITTEES**

Members are asked to ratify the following minutes: -

- Finance Committee – 9<sup>th</sup> January 2024  
<https://darnhallparish.co.uk/wp-content/uploads/2024/01/Minutes-FC-9.1.24.pdf>

#### **RECOMMENDATION**

That Members approve the minutes as set out above.

#### **10. PLANNING MATTERS**

To consider any planning matters affecting the parish.

#### **11. DARNHALL VILLAGE HALL**

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

#### **12. CLERKS REPORT**

To consider any updates from the Clerk.

#### **13. COMMUNICATION/SHARED INFORMATION**

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

#### **14. DATE OF NEXT MEETING**

Tuesday 19<sup>th</sup> March 2023 – 6.30pm – Darnhall Village Hall

#### **15. 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**

#### **16. DARNHALL VILLAGE HALL**

To consider quotes for the following items.

- Floor Polisher