

# WHESSOE PARISH COUNCIL

You are summoned to attend the MEETING of WHESSOE PARISH COUNCIL which will be held on MONDAY 23<sup>RD</sup> SEPTEMBER 2024 at 7 PM in WHESSOE PARISH HALL, Harrowgate Village, DL1 3AA for the purpose of transacting the business listed in the agenda below.

## AGENDA

Item	Subject	Owner	Time
1	<b>Introductions:</b> <ul style="list-style-type: none"> <li>Apologies: to receive apologies and approve reasons for absence.</li> </ul>	DW	5 mins
2	<b>Public participation:</b> <ul style="list-style-type: none"> <li>Residents are invited to give their views and comments to the Parish Council on issues on this agenda.</li> </ul>		
3	<b>Declarations of interest:</b> <ul style="list-style-type: none"> <li>To notify of any item on the agenda in which you may have an interest.</li> </ul>	All	
4	<b>Minutes of meeting held on 22<sup>nd</sup> July 2024:</b> <ul style="list-style-type: none"> <li>To approve and sign the minutes as an accurate record.</li> <li>Update on action points.</li> </ul>	All/ DW Clerk	5 mins
5	<b>Planning:</b> <ul style="list-style-type: none"> <li>To consider any planning applications delivered before the meeting.</li> <li>Log of current planning applications – to note the latest position.</li> </ul>	Clerk	5 mins
6	<b>Parish Councillor vacancies:</b> <ul style="list-style-type: none"> <li>Currently none.</li> </ul>		
7	<b>Clerk and Responsible Finance Officer:</b> <ul style="list-style-type: none"> <li>Staff Committee Update.</li> </ul>	SP	5 mins
8	<b>Finance:</b> <ul style="list-style-type: none"> <li>Bank Reconciliation July and August 2024.</li> <li>First quarter audit</li> <li>Financial and Budget Statement to the end of August.</li> <li>Transactions exceeding £100.</li> </ul>	FM/SD TM Clerk Clerk	10 mins
9	<b>Review and approval of Council protocols and policies:</b> <ul style="list-style-type: none"> <li>Financial Regulations Review – progress report</li> <li>Fire Risk Assessment – progress report</li> <li>Health and Safety Risk Assessment – progress report</li> </ul>	Clerk SG SG	15 mins
10	<b>Correspondence:</b> <ul style="list-style-type: none"> <li>Clerks and Councils Magazine</li> </ul>	Clerk	10 mins

	<ul style="list-style-type: none"> <li>• One of our residents has asked if we would be inviting the Salvation Army band to the Green to play Christmas carols.</li> <li>• Village Halls Week – the Social committee has some ideas (see minutes at item 14) but feels that the full Council should be involved in taking any event forward.</li> </ul>	All	
11	<b>Events and Training:</b> <ul style="list-style-type: none"> <li>• Feedback from Meetings/Events/Training.</li> </ul>	All	5 mins
12	<b>Marketing and Social Media:</b> <ul style="list-style-type: none"> <li>• Update.</li> </ul>	Clerk	5 mins
13	<b>Whessoe Parish Hall Committee:</b> <ul style="list-style-type: none"> <li>• Update from Parish Hall Committee</li> </ul>	DW	10 mins
14	<b>Social Committee:</b> <ul style="list-style-type: none"> <li>• Update from the Social Committee.</li> </ul>	FM	10 mins
15	<b>Date of future meetings at 7pm unless stated otherwise:</b> Budget & Precept Setting Meeting – Monday 25 <sup>th</sup> November 2024 Parish Council Meeting – Monday, 27 <sup>th</sup> January 2025 Parish Council Meeting – Monday, 24 <sup>th</sup> March 2025 Annual Meeting – Wednesday 21 <sup>st</sup> May 2025  <b>Annual Parish Meeting:</b>  Annual Parish Meeting – Wednesday 21 <sup>st</sup> May 2025 – 6.30 pm to 7.00 pm	All	10 mins

## CONTACT

Signed:

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**The Press and Public are very welcome to attend this meeting.**