

# WHESOE PARISH COUNCIL

You are summoned to attend the MEETING of WHESOE PARISH COUNCIL which will be held on MONDAY 27<sup>TH</sup> MARCH 2023 at 7 PM in WHESOE 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>	SG	
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 meetings held on 23<sup>rd</sup> January 2023:</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 Clerk	5 mins
5	<b>Planning:</b> <ul style="list-style-type: none"> <li>Log of current planning applications – to note the latest position.</li> <li>Traffic Noise on A167 – In abeyance</li> </ul>	All Clerk	10 mins 5 mins
6	<b>Parish Councillor vacancies:</b> <ul style="list-style-type: none"> <li>Elections</li> </ul>	Clerk	10 mins
7	<b>Clerk and Responsible Finance Officer:</b> <ul style="list-style-type: none"> <li>Staffing Committee Update</li> </ul>	DW	5 mins
8	<b>Finance:</b> <ul style="list-style-type: none"> <li>Bank Mandate - update</li> <li>Bank Reconciliation January and February 2023</li> <li>Financial and Budget Statement 2022-23</li> <li>HMRC PAYE</li> <li>Appointment of Internal Auditor</li> <li>Annual Governance and Accountability Return</li> </ul>	Clerk FM/SP Clerk Clerk Clerk Clerk	5 mins 5 mins 10 mins 10 mins 5 mins 5 mins
9	<b>Review and approval of Council protocols and policies:</b> <ul style="list-style-type: none"> <li>Standing Orders</li> <li>Financial Regulations</li> <li>Code of Conduct</li> <li>Risk Register</li> </ul> <p>NOTE: Other policies will be reviewed before the next meeting and all will be approved at the AGM.</p>	All All All All	20 mins for all

10	<b>Correspondence:</b> <ul style="list-style-type: none"> <li>Clerks and Councils Magazine</li> </ul>		
11	<b>Events and Training</b> <ul style="list-style-type: none"> <li>Feedback from Meetings/Events/Training.</li> <li>Future Training</li> </ul>	All Clerk	5 mins 5 mins
12	<b>Marketing and social media:</b> <ul style="list-style-type: none"> <li>Newsletter/One Darlington</li> </ul>		
13	<b>Whessoe Parish Hall Committee:</b> <ul style="list-style-type: none"> <li>Update from Parish Hall Committee</li> <li>Contracts - update</li> <li>Hall Bookings – update</li> </ul>	DW Clerk Clerk	10 mins
14	<b>Social Committee:</b> <ul style="list-style-type: none"> <li>Update from the Social Committee.</li> </ul>	FM	5 mins
15	<b>Date of future meetings:</b>  <b>Meetings of Whessoe Parish Council:</b> Annual Meeting – Monday, 22 <sup>nd</sup> May 2022 – 7.00 pm  <b>Annual Parish Meeting:</b> Annual Parish Meeting – Monday, 22 <sup>nd</sup> May 2022 – 6.30 pm to 7.00 pm		

#### CONTACT

Signed:

Name: Bill Goldfinch – Parish Clerk

Mobile: 07818 427740

E-mail: [whessoeparishclerk@gmail.com](mailto:whessoeparishclerk@gmail.com)

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