

Brilley Parish Council

The Parish Councillors are summoned to the Ordinary Meeting of Parish Council meeting on
Monday 13th May 2024 at 7.30pm in Brilley Village Hall

AGENDA

- 1. To elect a Chairperson**
 - 2. To elect a Vice Chair**
 - 3. To receive apologies of absence**
 - 4. To receive declarations of interest and written applications for dispensation**
 - 5. To adopt minutes of previous meeting – 11th March 2024**
 - 6. Public Forum –**
 - 6.1. Ward Councillor – To receive report
 - 6.2. Local Residents – At Chairman's discretion, up to 10 mins will be allocated for the public to make representations, ask questions & give evidence in respect of any item on the agenda. Maximum of 2 mins per person is allowed. Item is not for comment on parish council discussions or decisions. Issues raised will be in public minutes and may be videoed or recorded.
 - 7. Planning – to consider/note planning applications determined by Herefordshire Council**

None to consider/note
 - 8. Financial Procedures – To note financial position, bank reconciliation and consider the following payments and income against budget.**
 - 8.1 To agree payments can be made in accordance with budget –**
 - 8.1.1** Clerk salary for April as per the Contract of Employment
 - 8.1.2** P G Watts Lengthsman B23.12 - £120.00
 - 8.1.3** Clerk salary for May as per the Contract of Employment
 - 8.1.4** P G Watts Lengthsman B23.13 plus reimbursement of postage –
 - 8.1.5** HMRC PAYE Employer Tax - £188.01
 - 8.1.6** Autela Payroll Services Q4 £128.30
 - 8.2 To note payments made between Parish Council meetings in accordance with budget –**
 - 8.2.1** Clerk salary for March as per the Contract of Employment - £404.66
 - 8.2.2** HMRC Tax Jan-April - £303.40
 - 8.3 To note bank reconciliation**

Period covered:
Previous balance:
Paid in:
Withdrawn:
Balance as of £
- Unable to carry out bank reconciliation due to NatWest Mandate issues**
Clerk and Councillors to update accordingly and provide a full bank reconciliation when able to do so
- 9. Parish Reports and Issues –**
 - 9.1. Annual Parish Meeting
 - 9.2. Hedges and verges in the Parish
 - 9.3. Procedures and policies update
 - 9.4. Insurance due for renewal

8. Items for next agenda (no discussion)

9. To consider date of next meeting 8th July 2024

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