

COUNCIL

**BERSTED PARISH COUNCIL MONTHLY MEETING  
19:00 TUESDAY 10<sup>th</sup> OCTOBER 2023 AGENDA AND BUSINESS**

**Notice to all in attendance, this meeting is recorded for the Clerks use only, for the purpose of accuracy of minutes, once minutes are ratified the recording will be deleted.**

**1. Apologies for Absence**

**2. Declarations of Interests**

It is a requirement for all Councillors to make a declaration of personal and prejudicial interests either prior to commencement of meetings or at a time during a meeting where relevant.

**3. Councillor Co-Option Selection**

Up to 3 Councillors may be co-opted from the candidates who have sent in applications.

**4. Public Session**

A resolution may be made to allow members of the public present to ask questions.

Maximum of 15 minutes for this item.

**5. Minutes of Council Meeting 12<sup>th</sup> September**

Minutes have been circulated to Members.

**6. Matters Arising from the Minutes**

None notified at time of publication.

**7. Reports from County & District Councillors:**

Maximum 15 minutes for this item.

- a) County Councillor Greenway
- b) County Councillor Oppler
- c) District Councillors Greenway, Lury, Yeates

**8. Committee Minutes & Reports**

To approve the minutes and reports of the following Committees and receive any questions from members.

- a) Community Action Committee minutes
- b) Finance Committee minutes
- c) Planning Committee minutes

**9. Council Tombola 11<sup>th</sup> November**

Community Clerk Item-Tombola prizes required for 11/11, see Community Action Committee meeting-minute 23201.

**10. Financial Matters**

Approve the September 2023 Income & Expenditure report.

**11. Additional Account Signatories**

Approve the Vice Chair of Council and Finance Committee Chair to become bank signatories.

**12. 24/25 Budget -First Draft**

- a) To consider and approve the request from the Planning Committee for their Committee to have a budget, amount to be agreed.
- b) To consider and approve a first draft budget (This will be reviewed again at the November Finance Committee meeting and then ratified by Council in January 2024).

**13. Parish Reports**

Maximum of 15 minutes for this item

- a) Chairman
- b) Vice Chairman
- c) Clerk/RFO
- d) Deputy Clerk
- e) Community Clerk
- f) ALL Councillors reports

**14. Correspondence & Reminders**

All correspondence has been circulated in advance of the meeting.

- a) Further correspondence received after agenda..
- b) Infrastructure-Thursday 12<sup>th</sup> October, 11am.
- c) Willowpond clear up - Sunday 15<sup>th</sup> October, 10am.
- d) Tea & Coffee - Monday 16<sup>th</sup> October at 2pm.
- e) Parish Litter Pick - Saturday 21<sup>st</sup> October, 11am.
- f) Spinney clear up - Sunday 22<sup>nd</sup> October, 10am.
- g) Personnel meeting -Tuesday 24<sup>th</sup> October, 7pm.
- h) Planning meeting - Tuesday 7<sup>th</sup> November at 7pm.
- i) Council meeting - Tuesday 14<sup>th</sup> November at 7pm.
- j) Tea & Coffee - Monday 20<sup>th</sup> November at 2pm.
- k) Community Action meeting - Tuesday 21<sup>st</sup> November at 7pm.
- l) Climate Change working group meeting - Thursday 23<sup>rd</sup> November at 7pm tbc.
- m) Finance meeting - Tuesday 28<sup>th</sup> November at 7pm.

**15. Urgent Matters**

Members should note that no decision can be made, but, if necessary, the topic can be added to the next agenda. Members are required to notify the Chairman in advance of any urgent matters.

**D. Holcombe, Clerk/RFO      4th October 2023.**