

AGENDA

Date: Tuesday 19th March 2024
Time: 7:00 pm in the Parish Room

To all Members of the Parish Council
12th March 2024

You are hereby summoned to attend a Meeting of the Parish Council to be held on Tuesday 19th March 2024 at 7.00 pm to transact the following business.

Teresa Murphy
Clerk to the Parish Council
www.sambourneparish.org.uk

AGENDA

1. Apologies
2. Disclosures of Interest
3. To approve the Minutes of the meeting held on 9th January 2024 A
4. Matters arising from the Minutes of the meeting held on 9th January 2024

Review of Actions from the Meeting

Minute	Name(s)	Action
4	Chairman, Clerk	Parishes working together
4	Cllr Clarke	Dark Skies Policy
4	Chairman	Quotes for tree clearing
5	Chairman, Cllr Kerridge	Meeting with WCC Localities Officer re flooding
8	Chairman, Clerk	Agree wording for amendment to FOI Policy

5. Flooding in Middletown and by Spinney Cottage - Update I

6. Policies for Review/To be adopted

- | | |
|--|--------|
| i. Standing Orders | Review |
| ii. Freedom of Information Policy and Publication Scheme | Adopt |
| iii. Equality and Diversity Policy | Review |
| iv. Data Protection Policy | Review |
| v. Asset Register | Agree |
| vi. Risk Assessment Statement | Agree |

7. Accounts:

- | | | |
|------|--|-----|
| i. | Statement of Internal Control and Annual Review (SIC) | A |
| ii. | Budget Update – 15 th March 2024 | A |
| iii. | Bank reconciliations for January/February 2024 | A |
| iv. | List of financial transactions from 08/01/2023 – 19/03/2024 | I |
| v. | Renewal of membership of SLCC – 1 st April 2024 - 31 st March 2025 | A |
| vi. | Draft Interim Report from Auditor | I/D |

8. Planning D/A

9. Correspondence I

10. Public Participation: If you have an item you would like the Council to consider, please either:

- I. email the clerk at clerk.sambournepc@aol.com; or
- II. Contact a councillor direct, either in person or by email. A list of the councillors' email addresses can be found on the website: www.sambourneparish.org.uk
- II. We ask that the item be raised by 16:00 on Friday 15th March 2024

11. Chairman's Business I/D

12. Date of Next Meetings:

- **Tuesday 7th May 2024:**
- **Annual Parish Assembly** **6:30 pm**
- **Annual Parish Meeting** **7:00 pm**
- **Parish Council Meeting** **7:30 pm**

To visit our Parish Council website, scan the QR code below:



www.sambourneparish.org.uk

I - Information D - Discussion A - Agreement