

LUDDINGTON & HALDENBY ANNUAL PARISH COUNCIL MEETING AGENDA

Dear Councillor,

You are hereby summoned to attend the meeting of Luddington and Haldenby **Annual Parish Council Meeting** on **Monday 13th May 2024**. Proceedings will be held at Luddington Village Hall, commencing at **7.00pm**.

In accordance with the provision of the Public Bodies (Admission to Meetings) Act 1960 as amended by Section 100A of the Local Government Act 1972, Schedule 12A the public and press may attend the meeting.

The agenda is set out below.

C. Fox

Clerk to the Parish Council

clerk@luddingtonandhaldenbypc.org

Date of issue 8th May 2024.

2405/01 Election/Re-election of Chair and Vice Chair

To elect/re-elect a Chair and Vice Chair for 2024-25 and to sign the Declaration of Acceptance of Office.

2405/02 Register of Interest Forms.

To inform all members to review their Register of Interests.

2405/03 To note apologies for absence and resignation notices.

2405/04 Public Participation.

To resolve, if necessary, to temporarily suspend the meeting for a period of no more than 10 minutes to allow for a period of public participation. . Members of the public may raise subjects that they wish to bring to the attention of the Parish Council but decisions will be made only on Items on the current agenda and new items raised will be added to the next meeting agenda.

2405/05 Declaration of Interest.

a) To record declarations of interest by any member of the council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared.

b) To note dispensations given to any member of the council in respect of the agenda items listed below.

2405/06 Minutes of previous meeting.

Minutes of the Parish Council Meeting held on 8th April 2024 to be approved and signed.

Any reports/matters arising on these minutes will be discussed at the next proper Parish Council meeting.

2405/07 Chair's Report/Accounts

Internal Audit and AGAR

Financial report - Appendix A

Parish Council Annual Commitments Appendix B

2405/08 Review Policies and Procedures – Appendix C

2405/09 Report from Ward Cllrs on NLC issues.

To receive a report from the ward councillors on North Lincolnshire Council issues.

2405/10 Police Matters / NATs / Neighbourhood Watch.

To discuss any matters arising.

2405/11 Planning.**2405/12 Correspondence.****2405/13 Microgrant Applications.****2405/14 Additional agenda Items for the next meeting.**

Shelter rubbish bin.

2405/15 To confirm date for next meeting**Appendix A****Transactions since the last meeting to the end of April, balance highlighted:**

Date	Type	Description	Value	Balance
29-Apr-24	DPC	CWC LTD ,	-£588.00	£10,985.32
26-Apr-24	POS	TESCO STORES 3243 , Stationary	-£10.00	£11,573.32
26-Apr-24	DPC	Admin	-£336.62	£11,583.32
26-Apr-24	DPC	GRANT CASH LOAN Repayment	-£50.00	£11,919.94
26-Apr-24	BAC	NORTH Lincs COUNCIL Precept & Mower grant	£11,560.00	£11,969.94
23-Apr-24	D/D	E.ON NEXT LTD , A-CF064CD8-001	-£32.91	£409.94
22-Apr-24	POS	Web hosting - ReForest Hosting	-£84.48	£442.85
22-Apr-24	POS	TIMPSON LTD , P-field keys copies	-£25.00	£527.33
18-Apr-24	POS	TGC BRIGG , BRIGG GB Petrol for mower	-£59.29	£552.33
15-Apr-24	POS	MICROSOFT*STORE , Office 365 subscription	-£59.99	£611.62
11-Apr-24	C/L	CASHLINE Microgrants cash	-£250.00	£671.61
03-Apr-24	POS	SCUNTHORPE , LAWNMOWERS , Balance for mower	-£7,703.60	£921.61
		B/f		£8,625.21

Finance outstanding.

In £10,598.32

Shelter grant £5,220.55

M grant £1,375.00

VAT £4,002.77

Out £8842.57

Admin £626.56

Shelter £8,178.10

EVS £10.00

Petrol £27.91

Appendix B**Luddington & Haldenby Parish Council Annual Commitments**

January: Set Precept & Budget; add to minutes when agreed.
Pavement gritting.

February:	Pavement gritting. Playing Field hedges. Playing field play equipment inspection.
March:	Pavement gritting. Microgrants Monitoring. Spring newsletter.
April:	Annual Parish Meeting (before 1 st June) PKF Littlejohn AGAR. Claim VAT for previous year. Annual Parish Council Meeting. Web hosting plus SSL certificate. Garden Competition.
May:	Standing Orders & Policies Review at APCM
June:	Annual Review of Declaration of interests (only need to notify if any changes to existing declaration or after an election). Clear Councils Public Liability insurance. ERNLLCA membership.
July	Summer Newsletter.
August:	ICO GDPR certification
September:	Begin precept discussions & calculations.
October:	Leaves on the square. Christmas Newsletter.
November:	
December:	Pavement gritting.

Appendix C

Luddington and Haldenby Parish Council Policies & Procedures

- a) To review and approve the Standing Orders
- b) To review and approve the Financial Regulations
- c) To review and approve the Child Protection policy
- d) To review and approve the Adult Safeguarding policy
- e) To review and approve the Equality & Diversity policy
- f) To review and approve the Publication scheme policy (Freedom of Information)
- g) To review and approve the Environment policy statement
- h) To review and approve the Code of Conduct
- i) To review and approve the Emergency Plan policy