**Kelbrook and Sough Parish Council**

Chairman: Sharon Ashley

Clerk: Carole Singleton

Email: clerk@kelbrookandsoughparishcouncil.org.uk

Website: [www.kelbrookandsoughparishcouncil.uk.uk](http://www.kelbrookandsoughparishcouncil.uk.uk)

You are summoned to attend a meeting of the Parish Council to be held on Tuesday 11th November in the annexe of the Kelbrook and Sough Village Hall at 7pm. If you are unable to attend, it is important your apologies and reason is passed to the Chair prior to the meeting.

 **AGENDA**

1. **Welcome**

 The Chairperson Cllr. Ashley welcomes all to the meeting

**2. Attendance, Apologies and non-attendance**

 To record, accept or otherwise attendance, apologies for absence and non-attendance

**3.**  **Declarations of Interest**

 Members are reminded of the legal requirements concerning the declaration of interests. Member must declare a disclosable pecuniary interest in any item on the agenda. A Member with a disclosable pecuniary interest in any item may not participate in any discussion of the matter at the meeting and must not participate in any vote taken on the matter at the meeting. In addition, it is suggested that a Member with a disclosable pecuniary interest leave the room where the meeting is held while and discussion or voting takes place.

**4. Public forum**

 Members of the public present to be offered the opportunity to address council on any relevant subject not already on the agenda. Maximum time allotted 10 minutes.

 Any questions/comments for Council for items on the agenda to be sent via post/email to the clerkclerk@kelbrookandsoughparishcouncil.org.uk 24 hours before the meeting

**5.** **Minutes**

 To approve minutes from the meeting held on 11th October 2023

**6.** **To examine and approve**

* + - budget monitoring report
		- Overtime payments Clerk (FOI requests)
		- Clerk 2023/24 pay award

**7. To approve and authorise payment of the following invoices**

 **DATE PAYEE INVOICE DETAILS AMOUNT**

11 11 23 Greenbarnes Ltd. Noticeboards 3,099.13

 11 11 23 PKF Littlejohn AGAR 576.00

 11 11 23 Poppyshop. Poppies 127.50

8**. Other Financial Matters**

* + Draft budget to consider for precept

**9. Update of on-going issues from other meetings**

**10. Planning Applications Received**

 None received

**11. Police Business**

**12. Updates**

**13. Correspondence**

* + Easyweb price increase - 10% from Jan 2024
	+ PBC playground inspections

 *2016 - 2023 rate  £1293 per annum per site ( £24.86 per week)*

*2024 - 2025 rate £1565 per annum per site (£30.10 per week)*

**14. To confirm the date of the next Parish Council Meeting 9th January 2024 at 7:00**

CA Singleton 7th November 2023

**Clerk and Responsible Financial Officer Dated**