

Councillors,

You are summoned to the Meeting of Tetford & Salmonby Parish Council which will be held on Wednesday 8th May in Hamilton Hall which starts at 7:30pm.

Part A: Annual Council Meeting procedural items

Part B: Business meeting of the Parish council which will commence with a maximum of 10 minutes Open Forum for members of the public to raise any issues. Parishioners are then requested not to interrupt during the business of the meeting.

Emily Hopwood

Parish Clerk
1st May 2024

AGENDA

PART A

1. **TO ELECT THE CHAIRMAN OF THE COUNCIL** – Council to receive nominations for Chairman, nominees to accept nomination; Council to elect the chairman. Elected Chairman to sign Declaration of Acceptance of Office.
2. **TO ELECT THE VICE CHAIRMAN OF THE COUNCIL** – Council to receive nominations for Vice-Chairman, nominees to accept the nomination & Council to elect a member as Vice-Chairman.
3. **APOLOGIES** – Council to receive any apologies for absence & resolve acceptance.
4. **PERSONNEL COMMITTEE** – Council to elect two members to the Committee with responsibility for the Clerk.
5. **STANDING ORDERS** – Council to consider the document & resolve any action to be taken at this time or place on June agenda for attention.
6. **RISK ASSESSMENT** – Council to consider the managing Document & resolve any amendments or place on June agenda for attention.

PART B

(A maximum of 10 minutes will be provided for public participation)

7. CHAIRMANS WELCOME AND REMARKS

8. DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATION – Council to consider any declarations of interest and dispensation and resolve action to be taken.

9. NOTES of the Parish Meeting held on Wednesday 10th April 2023 to be approved and any points noted.

10. FINANCIAL MATTERS

- a. Accounts to be paid/authorised – Accounts payment sheet circulated - Council to approve payments.
- b. Bank Reconciliation – Council to note bank reconciliation at end of April 2024 comment and approve.
- c. Councillors Budget Statement – Council to note as at end of April 2024, comment and approve.
- d. Asset register – Council to review and agree the asset register for 2023/4.
- e. Change of bank signatories
- f. Insurance Renewal

11. PLANNING MATTERS – Council to consider any planning applications which have been received following the publication of this agenda and notification of any planning decisions.

- a. **S/I77/00538/24** – Grange Farm, Fulletby Road, Salmonby, Horncastle, LN9 6QS - Change of use and alterations to existing outbuilding
- b. **S/I77/00594/24** – The Hedgerows, High Road, Salmonby, Horncastle, LN(6PX – Erection of shed and garden room

12. BUS SHELTERS

13. DEFIBRILLATORS - Council to receive any updates.

14. CO OPTION VACANCY - Council to consider any applications received for co-option to the Parish Council to fill the casual vacancy position available.

For Information:

ii. **DISTRICT COUNCILLOR REPORT**

iii. **COUNTY COUNCILLOR REPORT.**

iv. **CORRESPONDENCE –**

v. **COUNCILLORS REPORTS** – Council to receive any reports from Cllrs.

vi. **ITEMS FOR THE NEXT AGENDA** – Council to receive any items for the next agenda.

Council to move to a closed session to vote on appointment of co-option candidate.

NEXT SCHEDULED PARISH COUNCIL MEETING – 12th June 2024