

Pannal and Burn Bridge Parish Council

Meeting to be held in the Function Room of Pannal Village Hall

Start time 7.00pm on Thursday 13th February 2025

All meetings of the Parish Council are open to the Press and Public

Agenda

- 1/02.25 To receive apologies for absence – to consider for approval reasons for absence submitted by councillors**
- 2/02.25 To receive declarations of interest in the matters to be transacted at the meeting**
- 3/02.25 To consider any applications by councillors for dispensation**
- 4/02.25 Opportunity for public comment for items not on the agenda – *Members of the public are invited to address the council on any matter over which it has power, for a maximum of three minutes. Those wishing to speak on an item which is on the agenda may be invited to speak at the beginning of that item.***
- 5/02.25 To consider for approval the Minutes of meeting held 9th January 2025**
- 6/02.25 Any update regarding potential allotment site**
- 7/02.25 Progress to-date regarding the updating of the website i) councillor photos**
- 8/02.25 Communication – with parishioners**
- 9/02.25 Village matters:**
- a) Family Fun Day (Sunday 11th May) – consideration of arrangements and provision**
- 10/02.25 Law and Governance**
- a) Establish / confirm Local Plan Sub-Committee** (current members: Cllrs Cathy Burrell / Andrew Farrar / Helen Hayes and Neil Permain) with any consideration of NYC “Call for Sites” notification
- b) Council insurance procurement and with consideration of Zurich quotation April 2025**
- c) Consideration of further year’s provision by Breakthrough Communications**
- d) Risk Management – annual consideration and with consideration to review and adopt the Risk Management Scheme**
- 11/02.25 Finance:**
- i) The current account and bank statement at 13th February were approved by email and signed off by Cllrs Burrell and Farrar
- ii) The payment of invoices and expense claims received at 13th February were approved by email and signed off by Cllrs Burrell and Farrar and which included clerk’s January salary £921.60 gross / reimburse clerk expenses for £39.81 / Directions Planning NP training invoice £955.26 gross / Avenue Printing House N Plan £140
- iii) Above invoices to be signed off by councillors together with spreadsheet bank reconciliation
- iv) Approval of clerk Cloudy IT Microsoft 365 training £35
- v) Consideration regarding any need for additional clerk’s hours
- 12/02.25 Date and time of the next Council Meeting - Thursday 13th March at 7.00 pm**
- Signed by Jane Marlow, Parish Clerk, 7th February 2025