

# Pannal and Burn Bridge Parish Council

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

Start time 7.00pm on Thursday 10<sup>th</sup> April 2025

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

## Agenda

**1/04.25 To receive apologies for absence – to consider for approval reasons for absence submitted by councillors**

**2/04.25 To receive declarations of interest in the matters to be transacted at the meeting**

**3/04.25 To consider any applications by councillors for dispensation**

**4/04.25 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*

**5/04.25 To consider for approval the Minutes of meeting held 13<sup>th</sup> March 2025**

**6/04.25 Result of recent councillor vacancy**

**7/04.25 Draft presentation of proposed website**

**8/04.25 Shared communication – with parishioners**

**9/04.25 Finance**

- i) VAT reclaim in sum of £4,165**
- ii) S137 eligibility**
- iii) Neighbourhood Plan – project initiatives and allocated expenditure**
- iv) Consider / approve Outturn Statement 2024-25**
- v) Consider draft Proposed Budget 2025-26** and in conjunction with reserves allocation and proposed expenditure
- vi) Consider for re-adoption the Risk Management Policy (last adopted 9 May 24)**
- vii) Consider for re-adoption the Financial Risk Assessment Policy (last adopted 9 May 24)**
- viii) Agree (2) councillor responsibility for this year's consideration of the Internal Control Checklist (previously Cllrs Cathy Burrell and Neil Permain dated 13 April 24)**

**10/04.25 Agenda for Annual Parish Meeting – to be held in the Function Room on Thursday 15<sup>th</sup> May at 7pm**

**11/04.25 Village matters:**

- a) Any update regarding Beacon Lighting event (Thursday 8<sup>th</sup> May)** to include approval for refreshment expenditure
- b) Family Fun Day (Sunday 11<sup>th</sup> May)** – consideration of arrangements
- c) Litter Pick – Saturday 12<sup>th</sup> April 10am** meeting in the church car park with councillor consideration of participation
- d) Grit bin location – consider additional placement**
- e) Defibrillator location: map of local area**
  - i)** The current account and bank statement at 10<sup>th</sup> April were approved by email and signed off by Cllrs Burrell, Permain and Farrar
  - ii)** The payment of invoices and expense claims received at 10<sup>th</sup> April were approved by email

## **Pannal and Burn Bridge Parish Council**

and signed off by Cllrs Burrell and Permain and which included clerk's April salary £921.60 / HMRC final quarter £599 / Zurich Municipal £542.71 / Litemania deposit £2790 / 21CC Group £348 / Beacon expenses £112.56 / YLCA membership £673

- iii) Above invoices to be signed off by councillors together with spreadsheet bank reconciliation
- iv) Consideration regarding any need for additional clerk's hours

**13/04.25 Date and time of the next Council Meeting** - Thursday 8<sup>th</sup> May at 6.00 pm

Signed by . . . . . Jane Marlow, Parish Clerk, 4<sup>th</sup> April 2025