

## AGENDA

**You are summoned to a meeting of the Parish Council Meeting of Wortwell Parish Council**

**on Monday 31 July 2023 at 7.30pm**

**at the Waveney Room Wortwell Community Centre**

**Members of the public are welcome to attend.**

**1. Welcome by the Chairman**

**2. To receive and accept **Apologies** from those members unable to attend.**

*To receive any declarations of interest (personal, prejudicial or pecuniary), in particular matters to be raised at this meeting (Note: A declaration of a personal interest should indicate the nature of the interest and the agenda item to which it relates and in this case the member may speak and vote, however if it is a prejudicial or pecuniary interest, the member should withdraw from the meeting whilst the matter is discussed.*

*If members of the Public attend the Meeting will be adjourned for 10 minutes to permit Public participation*

*If District or County Councillors attend their reports will be read out during this period*

**3. Minutes:** Council to approve, Chairman to sign and Clerk to retain in records, minutes of the meeting held on 26 June 2023

**4. Annual Governance and Accountability Return**

4.1. AGAR The Public Rights Period has now concluded and been archived on the website

**5. Review of Asset Register against insurance values as recommended by Internal Audit all policies against website**

**6. Reports: All to be circulated in advance please:**

6.1. Chairman

6.2. Parish Councillor Reports – to be circulated in advance of the meeting

6.2.1. RH

6.2.1.1. Pothole outside Says Farm

6.2.1.2. Antisocial behaviour

6.2.1.3. Dog Bin for Low Road

6.2.2. AC

6.2.2.1. Awards for All lottery fund successful application - £7990 for the purchase of outside gym equipment

6.2.3. DC

6.2.3.1. Complaints of overgrown hedging at 27 High Road, 73/75 High Road and Homersfield end of village

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### 6.3. Recycling Centre, Defibrillator and Playground Inspection JW

6.3.1. Issues with the collection of glass bins – now resolved

6.3.2. Broken wood rail on trim trail – repairs needed

### 7. Clerk and RFO report – circulated in advance

7.1. Administration, Management and Compliance Report – circulated in advance

7.2. Cashbook – Financial Report

7.3. Accounts for Payment due this month- appendix 1

7.4. Payroll returns completed: PAYE NI NEST

7.5. Internal Control Check and Bank Reconciliation – RH to report

7.6. VESPA – Village Energy Sustainability – Project Analysis – update from Clerk

8. RoSPA report: Update on actions taken

9. **Planning Applications:** none at time of publication

*Meeting will be adjourned to permit public participation:*

10. **FUTURE MEETINGS:** (October meeting could be subject to change due to School term dates)

25/9/23	30/10/23	27/11/23	8/1/24 Precept	29/1/23
26/2/24	25/3/24	29/4/24(Annual Parish Meeting		

## AGENDA

### ACCOUNTS FOR PAYMENT

HMRC	PAYE NI M2	Ref 24_019	£191.80
NEST	Pension M2	DD	£ 35.90
Pattles Grove Group Ltd		Ref 24_020	£ 15.87
M L Leggett Mileage		Ref 24_021	£ 18.00
Roberts & Son Mardler		Ref 24.022	£177.00
T T Jones Electrical Ltd		Ref 24.023	£276.56
Total BACS payments made			£715.13

### RECEIPTS RECEIVED

**£7990 Grant Donation received from the Awards for All Lottery Funding – credited to Parish Council Account but for use of the Wortwell Old Playing Field Charity.**