

Kelbrook and Sough Parish Council

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Dated: 22nd January 2025

NOTICE OF A PARISH COUNCIL MEETING

To all members of the Parish Council,

You are respectfully summoned to attend the meeting of Kelbrook and Sough Parish Council to be held at The Village Hall Annexe, Kelbrook on Wednesday 29 January 2025 7.00pm for the purpose of transacting the business set out in the attached agenda.

Meetings are open to the public by virtue of the Public Bodies Admissions to Meetings Act 1960 s1, unless the presence is prejudicial to the public interest (s2).

In accordance with the Openness of Local Government Bodies Regulations 2014, persons attending the meeting may film, photograph and make audio recordings of the proceedings of the formal Council meeting, though not, under current legislation, of the Public Participation session.

Any person who may find difficulty in access to the meeting through disability is asked to advise the Clerk, at least 24 hours before the meeting, so that every effort may be made to provide access. A copy of the agenda and meeting documents are available in larger print upon request.

KELBROOK AND SOUGH PARISH COUNCIL

Wednesday 29th January 2025

AGENDA

Vice Chair Christine Elley

1. Chairman's Opening Remarks: To receive the Chairman's Opening Remarks
2. Apologies for Absence and Reasons: To note apologies and consider whether any reasons are 'Approved Reasons for Absence'
3. Declarations of Disclosable Pecuniary and Other Interests

To record any Councillor's disclosable pecuniary interests (DPI) in relation to items on this agenda. Councillors are to declare any disclosable pecuniary interests that they may have in items appearing on this agenda (Localism Act 2011 s30(3) appendices A & B). officers are required to make a formal declaration about council contracts where the employee has a financial interest in accordance with the LGA 1972, s117.

Note: A member with a disclosable pecuniary interest 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. The Council's Standing Orders require a member with a disclosable pecuniary interest to leave the room where the meeting is held while any discussion/voting takes place.

4. Minutes of previous meetings, to approve the draft minutes from the meeting held on the 13th November.
 5. Response to questions raised at the 13th November meeting
 6. Christmas trees and lighting
 7. Notices to dog walkers
 8. Setting the precept (see appendix)
 9. AGAR planning
 10. Planning Matters
- To consider any new Planning Applications – None to date (Note: Any applications received following publication of the agenda may also be discussed and details will be available at the meeting)
11. To approve the financial report:

Receive the bank reconciliation reports for December 2024

Unity Trust bank balance £24,049.31 on 31/12/24

Income 3941.75 final precept payment

Approve payments

| | | | | |
|-------------------------|----------|----------|----------|----------|
| Easy websites dd £51.71 | 02/01/25 | 02/12/24 | 01/11/24 | 01/10/24 |
| Tax assist dd £27.60 | 23/12/24 | 22/11/24 | 22/10/24 | 23/09/24 |
| Bank service charge £6 | 31/12/24 | 30/11/24 | 31/10/24 | 30/09/24 |

Stately Lighting bank transfer £2940 17/12/24

Cheque numbers

Paid

300007 Dewhursts £126.14

300008 Free swimming £357.00

300009 Playground inspection £84.00

300010 PBC Sough Park £5198.75

300011 PKF Littlejohn £252.00

300013 Lengthsman £408.90

300014 Lanlee £35.14

300015 Dewhurst £16.65

To approve accounts to pay

Playground inspection invoice £1878.24

HMRC 34.00

Approve spend

Replacement laptop

12. Public Participation: To convene a public participation session to allow members of the public to make representations, answer questions and give evidence in respect of the business on the agenda, or any matters of relevance to the Parish. Note: 30 minutes may be set aside for public participation. Any member of the public shall not speak for more than 5 minutes. A question asked by a member of the public during Public Participation shall not require a response or debate during the meeting though the Chairman may direct that a written or oral response will be given.

13. Date of next meeting

14. Exclusion of the Public and Press

To consider excluding the public and press from the meeting during the next following items of business in pursance of the power contained in section 100(A)(4) of the local Government Act 1972, as amended when it is likely, in view of the nature of the proceedings or business to be transacted, that there will be disclosure of exempt information which is likely to reveal the identity of an individual

15. Discuss the Clerk's contract, hours and rates of pay

16. Consider application for co-optee Councillor roles.

Appendix

Proposed Precept budget 2025/2026 and 2026/2027

| | 25/26 | 26/27 |
|---|-------|-------|
| Repairs and maintenance | 2000 | 2000 |
| Sough Park | 4710 | 5000 |
| Playground inspections | 1878 | 2000 |
| Internal Audit | 465 | 485 |
| External audit | 252 | 515 |
| Website | 500 | 520 |
| Insurance | 250 | 300 |
| Meeting room hire | 220 | 250 |
| lock up | 320 | 350 |
| Payroll | 1600 | 1800 |
| Clerk | 3900 | 4000 |
| Memberships | 300 | 320 |
| Consumables | 100 | 150 |
| Training | 300 | 300 |
| Grants | 750 | 750 |
| Swimming | 534 | 550 |
| Total | 18079 | 19290 |
| precept | 15767 | 15767 |
| Balance to be made up from reserves as agreed | | |