

## SAXTEAD PARISH COUNCIL

**Councillors are summoned to attend a meeting of Saxtead Parish Council which will be held at the Training Room, Foxearth Lodge on Thursday 10<sup>th</sup> January 2019 at 7.30 pm**

*Parishioners are invited to attend the Meeting*

Please note that audio and visual recordings are allowed at this meeting. If any member of the public does not wish to be filmed please advise the clerk or Chairman before the meeting commences.

### AGENDA

1. **Chairman's welcome**
2. **To receive apologies for absence**
3. **Declarations of interests & applications for dispensations**
4. **Minutes of meeting on 15<sup>th</sup> November 2018 to be approved as a true record of the meeting**
5. **Matters arising**

### PUBLIC FORUM

Members of the public are invited to give their views and question the Parish Council on issues on this agenda, or raise issues for further consideration at the discretion of the Chairman.

*Including report by Police & District and County Councillors' Reports, if applicable*

6. **Chairman's report**
7. **Clerk's report**
8. **Responsible Financial Officer's report**
  - a) To consider making the following payments

| Reference Number | Amount             | Payee   | Details   | Cheque Number |
|------------------|--------------------|---------|---|---------------|
| P12 18-19        | £637.52<br>£ 54.68 | L. Kirk | Salary for period 01.10.18- 31.12.18<br>Facilities Fee (Nov, Dec), Mileage  | #680          |
| P13 18-19        | £10.20             | SALC    | Clerks networking and info event<br>(Cost split with Parham Parish Council) | #681          |

*Invoices with full details of items above will be on display at the meeting.*

- b) To review bank balances
  - c) To review bank statements and bank reconciliation
  - d) To review quarterly report on spending
9. **To confirm clerk's rate of pay from April 2019 as per NALC recommendations dated December 2018.**
  10. **To discuss and approve the budget for 2019-2020**
  11. **To discuss and approve the precept for 2019-2020**
  12. **To discuss the maintenance of the pond at Little Green**
  13. **To consider proceeding with the purchase of a community defibrillator and discuss the response from the Townlands Trust.**
  14. **To seek Councillors permission for their contact information to be placed on the village website**
  15. **To discuss the road repairs on the A1120 opposite Church Farm**
  16. **To discuss progress regarding extending the pavement from Saxtead Lodge to Boundary Farm**
  17. **To discuss progress regarding proposed traffic calming signs in the village**
  18. **To consider correspondence received since date of last meeting and determine any necessary actions.**
  19. **Matters to be raised at the next meeting**
  20. **Date of next meeting**

*L. Kirk*

Clerk to Saxtead Parish Council