

CREATON PARISH COUNCIL ANNUAL MEETING

9TH JANUARY 2024

AGENDA

Chairman: Councillor James Hill

Clerk: Katrina Jones, 77 High Street, Naseby, Northants NN6 6DD, Email: creatonpc@gmail.com

To members of the Council: You are hereby summoned to attend the Annual Meeting of Creaton Parish Council at Creaton Village Hall, Teeton Lane, Creaton on Tuesday 9th January 2024 at 7.30pm for the purpose of transacting the business detailed below.

Members of the public & press are invited to attend and may address the Council at its Public Forum from 7.30 pm to 7.45 pm.

1. **Apologies for Absence**
2. **To Confirm Minutes of Meetings:** held on 14th November 2023
3. **Declarations of Interest**
4. **Public Forum:** 15 mins
5. **To Fill Parish Council Vacancy by Co-option**
6. **Finance**

Bank Balance on Bank Statement as at 31st December 2023:

Unity Trust Current Account **38,890.24**

a. **Receipts** **£**
None.

b. **Payments for Approval:**

	Cost	£ Vat	Total
i. Katrina Jones (Clerk Salary and home use payment December and back pay)	1,148.88	0.00	1,148.88
ii. HMRC (PAYE & NI)	297.07	0.00	297.07
iii. D & H Sign & Display	94.00	18.80	112.80
iv. Service Charge	18.00	0.00	18.00
v. Autela Payroll Services	48.32	9.66	57.98
vi. Cawleys for waste disposal of churchyard bin (November)	14.52	2.90	17.42
vii. Cawleys for waste disposal of churchyard bin (December)	14.52	2.90	17.42
viii. PKF Littlejohn LLP	210.00	42.00	252.00
ix. Creaton Village Hall for Zumba classes – to be paid from Good Neighbours Scheme Grant	22.00	0.00	22.00
x. H Warren or Zumba classes – to be paid from Good Neighbour Scheme	150.00	0.00	150.00

xi. Eon for street light maintenance	142.50	28.50	171.00
xii. YourLocale for Neighbourhood Plan Fees – to be paid from grant	1,500.00	300.00	1,800.00
xiii. Village Link for December '23/January '24 and February/March 2024 editions	100.00	0.00	100.00
xiv. Npower for electricity supply for street lights	644.86	32.24	677.10

- c. List of Payments and Receipts to be Received and Bank Reconciliation up to 31st December 2023 to be approved**
- d. To Note Conclusion of External Audit and External Audit Report**
- 7. To Agree Budget for 2024/25**
 - 8. To Agree Precept for 2024/25**
 - 9. To Receive Update on Neighbourhood Plan and Agree Any Actions**
 - 10. To Consider Quote for Churchyard Fence and Any Other Actions Regarding the Churchyard**
 - 11. To Agree Application to Woodland Trust for Free Trees/Hedging**
 - 12. To Agree Any Actions Regarding Tree Maintenance**
 - 13. To Consider What the Parish Council can do to Conserve and Enhance Biodiversity in the Area**
 - 14. To Receive Update and Agree Actions Relating to Restaurant Door**
 - 15. To Receive Update on Good Neighbour Funding**
 - 16. To Consider Any Actions Regarding Damage to Village Green**
 - 17. To Consider Quotes for Electricity Supply**
 - 18. To Agree Meetings Dates for 2024**
 - 19. To Agree Date for Chair and Vice Chair to Meet with Clerk for Annual Appraisal**
 - 20. To Consider Any Actions Regarding Conifers Partially Blocking Light from Street Light by Jetty and Horseshoe Close**
 - 21. To Agree Contents of Village Link Article**

Signed: *Katrina Jones*

Katrina Jones, Clerk & RFO to Creaton Parish Council

Dated 04/01/2024