

# CLOTTON HOOFIELD PARISH COUNCIL

To the Members of Clotton Hoofield Parish Council: You are hereby summoned to attend the Parish Council Meeting on Monday 28<sup>th</sup> March 2022 to be held in Duddon and Clotton Memorial Hall, which will begin at 7.30pm, for the transaction of the business set out below.

Signed *Trudy Ryall-Harvey*

Clerk

21/03/2022

[Clerk.clottonhoofieldpc@gmail.com](mailto:Clerk.clottonhoofieldpc@gmail.com) or 07784 486 767

## AGENDA

1.	<b>APOLOGIES</b>	And reason for absence.	Chair
2.	<b>DECLARATIONS OF INTEREST</b>	Members to declare any interest under the following categories: pecuniary, outside body and family, friend or close associate.	Chair
3.	<b>PUBLIC PARTICIPATION</b>	When members of the public may comment or raise questions regarding matters affecting the Parish.	Chair
4.	<b>MINUTES</b>	To approve the minutes of the Parish Council meeting held on 17 <sup>th</sup> January 2022	Chair
5.	<b>ACTIONS</b>	To note actions list and receive additional updates	Chair
6.	<b>PLANNING</b>	To note planning applications as listed on the planning register, including comments submitted since the last meeting and enforcement matters.	GB
7.	<b>ACCOUNTS</b>	<ol style="list-style-type: none"> <li>1) To accept the Cash Book to date.</li> <li>2) To approve Income and Payments since last meeting.</li> <li>3) To approve the Bank Reconciliation against Cashbook YTD.</li> <li>4) To agree and Instruct an Auditor for 2021-22 Internal Audit</li> <li>5) To approve the VAT Rebate Application for 2021-22</li> <li>6) To approve the Council's support in the Clerk undertaking the CiLCA training course</li> <li>7) To approve the new rates of pay applicable from 1 April 2021</li> <li>8) To approve the Payroll Provider for 2022-23</li> </ol>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
8.	<b>HIGHWAYS</b>	To review the REPORT IT items and work undertaken since the last meeting.	CK
9.	<b>PARISH COUNCIL MATTERS</b>	<ul style="list-style-type: none"> <li>- Parish Councillor Vacancies – to receive any update of interest received since the last meeting.</li> <li>- Risk Assessment – to review and update the Risk Assessment Schedule.</li> <li>- Asset Register – to review and approve the Parish Council's Asset Register.</li> </ul>	<p>Chair</p> <p>Clerk</p> <p>Clerk</p>
10.	<b>ENVIRONMENTAL ISSUES</b>	Flooding – to receive any reports on impact within the parish following Storms Dudley, Eunice & Franklin - High Winds & Other Impacts (15-21 February 2022)	CK
11.	<b>COMMUNITY PROJECTS</b>	<ul style="list-style-type: none"> <li>- Speed Watch – to receive an update in relation to volunteers sought for further Speed Watch events.</li> <li>- Spring Clean Up – to receive an update following interest sought in undertaking a Spring Clean</li> <li>- Community Engagement – to discuss ways to engage with the Community for 2022-23.</li> <li>- The Queen's Jubilee Event – to receive information on an event being planned to commemorate the Queen's Jubilee in June'22</li> <li>- Planting a Tree for the Jubilee</li> </ul>	<p>Chair</p> <p>Chair</p> <p>Chair</p> <p>Clerk</p> <p>Chair</p>
	<b>DATE OF NEXT MEETING</b>	Monday 16 <sup>th</sup> May 2022 at 7.30pm	