

## Horsley Woodhouse Parish Council

Clerk: Mrs Hayley Varty  
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Oakwood  
Derby  
Derbyshire  
DE21 2SY

30<sup>th</sup> May 2022

To: The Chairman and Members of Horsley Woodhouse Parish Council

Dear Councillor

You are summoned to attend the Annual Parish Council Meeting of Horsley Woodhouse Parish Council to be held on Tuesday 7<sup>th</sup> June 2022 at 7.00pm at Royal British Legion Hall.

Yours sincerely

H S Varty  
Clerk

### PUBLIC PARTICIPATION

1. At the start of the meeting a period of not more than ten minutes will be available for members of the public to ask questions or submit comments about Parish Council matters.
2. If a County Councillor or District Councillor is in attendance the public will be given the opportunity to raise any relevant matter.

### AGENDA

#### PART 1 – NON-CONFIDENTIAL INFORMATION

3. To receive apologies for absence
4. Declaration of Members interests – To enable members to declare the existence and nature of any Disclosable pecuniary interests they have in subsequent agenda items, in accordance with the Parish Council's Code of Conduct. Interests that become apparent at a later stage in the proceedings may be declared at that time.

To determine which items if any from Part 1 of the agenda should be taken with the public excluded. If the Council decides to exclude the public it will be necessary to pass a resolution in the following terms: - "That under section 1 (2) Public Bodies (Admission to Meetings) Act 1960, the Public be excluded from the meeting during consideration of the business set out in Agenda item(s). (To be specified by the Council) on the grounds that it (they) involve(s) the likely disclosure of exempt information or otherwise indicated at the meeting.

5. Minutes of Meetings held on Tuesday 3<sup>rd</sup> May 2022
6. Matters arising

7. Recreation Matters
  - a) Play Area Inspections
  - b) Horeston Recreation Ground- Including bird deterrent for baby swings
  - c) Sitwell Recreation Ground
8. Planning
9. Speeding Indicator Devices-Discuss quotes received, agree on locations, and finalise funding options.
10. Finance
  - a) Payments to be agreed

Payment Type	Reason for Payment	Amount £
H Varty	Salary	478.83
Expenses	Clerk's WFH Allowance	30
H Varty Expenses	*See below*	28.79
Clerk's Pay Increase Pay	Back pay from Nov 21-Mar 22	44.15
Shelter Maintenance	Cleaning of Bus Shelters	33.46
British Legion	Room hire for 7.6.22 meeting	20
AJGIBL	Insurance Renewal	1659.61
Rowe's Gardens	Strimming in village	280
K Howe	Internal Audit	200
S Till	Planters reimbursement	25.5
H.W.C. A	Carnival celebrations funding	1000
<b>Total</b>		<b>3800.34</b>

H Varty Expense travel to noticeboards 20.5.22 and 29.05.22 £9.00

H Varty Expense paper purchase 03.05.22 £7.00

H Varty Expense travel to internal auditor in Denby 20.04.22 and 11.05.22 £12.79

- b) End of Year Reconcile 2021/22
  - c) Bank Mandate
  - d) Confirm receipt of bank statement and monthly financial report
  - e) Confirm receipt of precept and VAT claim
11. Audit 21/22 – Review internal report received and agree AGAR forms
12. Clerk's Six-Month Probation – Update on meeting held on May 10<sup>th</sup> 2022
13. Councillor Vacancies-Clerk to update
14. Fixed Asset Register and Annual Insurance Renewal – Annual Review
15. Standing Orders-Annual Review
16. Financial Regulations-Annual Review

17. Risk Assessments-Annual Review
18. Website- Review layout following internal audit
19. Allotment Availability-Review recent correspondence received
20. Correspondence
21. Date of next meeting