**MANLEY PARISH COUNCIL**

**AGENDA FOR THE MEETING OF THE COUNCIL TO BE HELD ON WEDNESDAY 3rd JANUARY 2024**

**IN MANLEY VILLAGE HALL AT 6.00 PM**

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| 1. | **Apologies for Absence**  |
| 2. | **Disclosure of Interests** |
| 3. | **Approval of Minutes** of the meeting held on 1st November 2023 |
|  | **Open Forum:** Public comment opportunity. Any public comments submitted to the Clerk will be read out and considered (see note below).  |
| 4. | **Safety and Security** |
| 5.  | **Environmental Matters** |
| 6. | **Highways** |
| 7. | **Community** 7.1 Village Hall update* Boiler replacement
* Drainage
* Decorating

Discuss and agree level and type of funding and support from the Parish Council. 7.2 Sandstone Ward meeting (Wednesday 10th January). Discuss and agree topics for discussion, |
| 8. | **Planning** 8.1 Pingot Lane appeals (3rd April for 3 days). Discuss and agree possible Parish Council involvement and associated preparatory work. |
| 9. | **Review of the PC Policy Documents:*** Risk Assessment
* Standing Orders
* Financial Regulations and Financial Processes
* Privacy Notice
* Assets Register
* Retention of Documents
* Data Processing

Review Level of Fidelity Insurance and agree any changes. |
| 10. | **Finance:*** Review current financial position
* Discussion of draft 2024/25 budget and 2024/25 Precept
* Amendment to Clerk’s Monthly Salary in accordance with the 2023/24 Salary Scales

Approval of the following Payments:* Reimbursement to Ian Walton – Payment of Netnerd Invoice – Unlimited Hosting - £59.99
* Reimbursement to Trevor Roberts – Payment for Village Hall decorating - £500
* Reimbursement to Phil Brook – Payment for LED lights in the Village Hall - £481.84
* Room Booking PC Meeting 1st November 2023 – Manley Village Hall - £30.00
* Backdated Payment Clerk’s Salary increase in accordance with the 2023/24 Salary Scales - £144

*(The new 2023/24 Salary Scales, and the hourly rate for the Parish Clerk, has increased from £14.48 to £15.48 per hour (Point 19). 16 hours per month is an increase of £16 per month, backdated to April 2023 up to December 2023 totals* ***£144)*** |
| 10. | **Clerk’s Report and Correspondence** |
| 11. | **Date of Next Meeting** – **Wednesday 7th February** **2024 at 6.00 pm** |
|  | **Any Other Business****(Members are asked to note that whilst this Agenda item may be used to raise issues of concern, substantive decisions can only be taken where business has been specified on the Agenda).** |