

## BALDERSTONE PARISH COUNCIL MEETING

Wednesday 1<sup>st</sup> September 2021 at Mellor Brook Community Centre commences at 7.30 p.m.

Local Government Act 1972

### AGENDA

1. **To Elect a Chairman**

*Chairman to sign Declaration of Acceptance*

*Resolve to change/update Bank Account Mandates and Postal Address*

2. **To Receive and Approve apologies for absence**

3. **To resolve to confirm and approve the**

*Minutes of the Parish Council Meeting held on 4<sup>th</sup> August 2021*

4. **Adjournment for Public Session (Max 5 minutes per person)**

5. **Any Matters arising not covered on this Agenda** FOR INFORMATION ONLY

*Notice of possible Election received. Nomination Papers by Friday 24<sup>th</sup> September 2021.*

*Poll Thursday 21<sup>st</sup> October 2021*

6. **To receive declarations of pecuniary or personal interest**

7. **To consider any response to be made to Planning Applications**

*None in Balderstone prior to published Agenda*

8. **To consider and approve the Accounts, Payments, Receipts & Balances**

*Members to note all items have now been received. Cheque for insurance has been posted. Balance at handover Cash Book and Bank Statement agree £9932.73. Copy of Bank Statement sent via email.*

*Deductions*

*£160.65 Cheque (46) for Insurance already agreed August, signed and posted*

*£ 30.00 Cheque for Room Hire (from 4<sup>th</sup> August)*

*£365.00 Allocated to Higher Commons Lane Bench (ringfence agreed August)*

*£ 83.20 May Salary TT*

*£ 83.20 June Salary TT*

*£ 62.40 HMRC Final quarterly payment TT*

*£ 30.00 Cheque for Room Hire (1<sup>st</sup> September)*

*£ 45.00 Gratuity Gift*

*£859.45*

*Balance to November £9073.28*

**9. To consider and approve future annual payment to Mellor Brook Community Centre**

*Option to pay future payments on an annual basis in May current rate £30 per meeting (large hall to be booked due to covid)*

**10. To consider and approve Gratuity Gift**

*Member to note that our previous Acting Clerk has now stepped down after almost 2 years.*

*A gift of flowers was considered appropriate as recognition of current situation and appreciation of past involvement, final Salary claimed June*

**11. To consider and approve any Training requirements**

Chairmanship Course (via Zoom) £25.00, 7<sup>th</sup> October 2021

Future Clerk Training requirements

Code of Conduct training via RVBC 3 dates already given, awaiting further details.

**12. To consider and approve updates to Website**

Members to consider any changes to Website making it easier to access certain sections and clearly showing current topics

**13. To consider and approve Laptop requirements Future Clerk**

Members to consider and approve purchase of a Laptop suitable for Clerk along with any Office / Security / Backup required.

**14. To receive reports from meetings**

- a. **Update from Improvements Working Party – Cllr. Everett, Greenwood & Shorthouse**
- b. **Update from Clerk Vacancy Working Party**
- c. **RVBC Report by Borough - Councillors Brunskill & Walsh**

**15. Date of next scheduled meeting – Wednesday 3<sup>rd</sup> November 2021**

