

GREAT TEY PARISH COUNCIL MEETING
Meeting to be held on Tuesday 14th May 2024 at 7.30pm in the Village Hall
Chappel Road, Great Tey

Councillors: You are hereby summoned to attend the annual parish council meeting followed by the Parish council meeting for the purpose of transacting the business itemised below. **Members of the Public:** In accordance with The Public Bodies (Admissions to Meetings) Act 1960, members of the public wishing to address the Council can do so during the Public Forum. However, also in accordance with The Public Bodies (Admissions to Meetings) Act 1960, the public may be excluded whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted. Members of the public and press are warmly welcomed to attend.

ANNUAL PARISH COUNCIL MEETING

1	APOLOGIES FOR ABSENCE
2	ELECTION OF CHAIR
3	ELECTION OF VICE CHAIR
5	ROLES AND RESPONSIBILITIES
6	REVIEW AND RE-ADOPTION OF COUNCIL PROCEDURES AND POLICIES.
7	AOB
8	CLOSE OF MEETING

ORDINARY PARISH COUNCIL MEETING

1.	APOLOGIES FOR ABSENCE
2.	DECLARATIONS OF INTEREST All Members are to be reminded that they must disclose any interests (pecuniary/nonpecuniary) they have in items of business on the meeting's agenda either at this point or during the agenda item. They are reminded that they will need to repeat their declaration at the appropriate point in the meeting and leave the room if the interest is a prejudicial one. Unforeseen interests must be declared similarly at the appropriate time
3.	APPROVAL OF MINUTES To confirm minutes of the Parish Council meeting of Tuesday 9 th April 2024
4.	ACTION POINTS FROM PREVIOUS MEETING IF NOT COVERED ELSEWHERE-
5	PUBLIC FORUM To receive any representations from the Public. Note: A period of up to 15 minutes (maximum of 5 minutes per person) for members of the public to ask questions or submit comments about items on the agenda.
6	WARD AND COUNTY COUNCILLORS TO ADDRESS THE MEMBERS (IF PRESENT) To receive reports from our ward and county councillors.
7	NEIGHBOURHOOD PLAN To receive an update from the committee
8	PLANNING MATTERS Applications decided <ul style="list-style-type: none"> • 232762 – Erection of 2 employment units B2 and B8 Tey Brook Centre. CO6 1JE. Decision: Approve conditional subject to 17 conditions and 1 informative.
9	FINANCIAL MATTERS <ul style="list-style-type: none"> • Payments for approval – Total value £702.36 <ul style="list-style-type: none"> ○ Clerk Salary - £555.36 less HMRC tax £111.00 = £444.36 ○ HMRC PAYE Clerk - £111.00 ○ Village Hall management – Hire of Village Hall - £57.00 ○ EALC finance course (clerk attendance) – Invoice 17290 - £75.00 +£15.00 VAT = £90.00 • Bank reconciliation statement - £38,528.19 minus payments for approval of £702.36 • To consider approval of the annual accounts for the year to 31st March 2024 • To consider completion of the Annual governance and accountability return (AGAR) • BHIB (Clear Councils) Insurance 2024 – Consideration of renewal quotation for £1276.60 (23.8% increase).
10	MAINTENANCE CONTRACTOR <ul style="list-style-type: none"> • Report on outstanding maintenance jobs.
11	ALLOTMENTS <ul style="list-style-type: none"> • Allotment inspection – Removal of rubbish and debris.
12	ANY OTHER BUSINESS AND ITEMS FOR FUTURE AGENDA
13	PERSONNEL MATTERS - EXCLUSION OF PRESS AND PUBLIC To RESOLVE that due to the confidential nature of the business to be transacted the public and press be excluded pursuant to Section 1 of the Public Bodies (Admission to Meetings) Act 1960.