

## **Agenda for Little Cheverell Parish Council meeting 21<sup>st</sup> March 2024 at 7pm**

1. Approval of the minutes of the Council meeting from 16<sup>th</sup> January 2023
  2. Apologies
  3. Declaration of Interest
  4. Welcome to the public and Public Forum
  5. Co-option of Mrs. Nicola Broe
  6. Introduction of Rebecca Hathaway-White, Parish Clerk
  7. Agreement to NALC contract of employment for the Parish Clerk
  8. Finance and Insurance.
    - a. Current Bank Balance
    - b. Payments to approve
    - c. Hugo Fox for website £23.99 (paid by direct debit)
    - d. WALC Membership fees
    - e. Defibrillator rental 2023 and 2024
    - f. Approve insurance quote for £241 from Zurich Municipal (Public and employee liability)
    - d. Online banking update
    - e. Clerk's salary to agree in line with NALC scale
  11. Village Hall Report
    - a. Gaiger Bros report
    - b. Finance matters
    - c. Council's role as custodian in the management of the Village Hall
  21. Clerks workflow
- Policies for publication on the website
- a. HMRC First registration
  - b. Payroll
  - c. Clerk's email account - [clerklittlecheverellpc@gmail.com](mailto:clerklittlecheverellpc@gmail.com)
  - d. 22. Speed Management B3098 - village gates and repeat metro count request.

22. Village Maintenance

- a. Contract with superior plants, new quote requested excluding the village hall planters
- b. Privet on south end of low road
- c. Telephone box re-painting, Tenders invited
- d. Potholes near Myrtle Cottage, Responses from Wiltshire council

25. Planning - When planning applications fall between Parish Council meetings: option #1 Request a delay in determination, option #2 The Parish Council will hold a meeting specifically for planning. These options provide transparency for the public and a record of the Parish Council's views in our minutes.

26. Date of next meeting