

CHALDON HERRING PARISH COUNCIL

Copies of the agenda and past minutes are available from the website at www.chaldonherringpc.org.uk or in hard copy on request to the Clerk

Members of the Chaldon Herring Parish Council are summoned to attend the Parish Council meeting which will take place at Chaldon Herring Village Hall on Wednesday 6th November 2024 at 7.00pm

AGENDA

1. Apologies
2. Declaration of Disclosable Pecuniary Interests on items contained within the Agenda and to consider any written dispensation requests received
3. Minutes of the meeting held on the 11th September 2024
4. Matters arising from those minutes
5. Public Participation - members of the public are invited to air any concerns or raise matters of public interest relating to the Parish
6. Matters ongoing
 - a. To receive an update on the Defibrillator
 - b. To receive an update on the Stone bench
7. Dorset Councillors' Report
8. To discuss appointment of a Locum Parish Clerk and RFO
9. Finance
 - (a) To confirm payment of accounts – report attached
 - (b) To confirm the reconciliation of accounts, income and position against budget – report attached
 - (c) To approve the asset register
 - (d) To approve the risk assessment
 - (e) To receive an update on the banking arrangements
 - (f) To consider an interim internal audit
 - (g) To consider projects for 2025/26 budget setting
10. To approve the Annual Governance Statement 2023/24
11. To approve the Accounting Statements 2023/24
12. Planning / Tree works
13. Reports
 - (a) Village Hall
14. To receive an update on transport & highways issues – to discuss road salt requirements
15. To consider the Parish Council's view on the motions to be put forward at the DAPTC AGM.
16. To agree village hall rate for 2025 and meeting dates.
17. Policies
 - (a) To adopt a Code of Conduct
 - (b) To adopt the Standing Orders
 - (c) To adopt revised Financial Regulations
 - (d) To adopt a Complaints Policy
18. Correspondence received since the agenda was set
19. Items for the next agenda
20. Date of next meeting

The meeting is open to the Public up to this point

Confidential closed meeting from this point to report on confidential items, minutes and actions from last confidential meeting.

Chaldon Herring Parish Council
Payments Requested - November 2024

Date	Payee	Comments	Total	VAT	
			£		
15.10.24		Parish Council expenses	TBC	£0.00	
24.09.24	London Heart	Defibrillator	750.00	£0.00	PAID
06.11.24	Terry Newberry	Laptop reconfiguration	44.00	£0.00	
06.11.24	DAPTC	2024 Subscription	60.45	£0.00	
06.11.24	Chaldon Herring Village Hall	2023 Hall Hire (replacement uncashed cheque)	70.00	£0.00	
06.11.24	Chaldon Herring Village Hall	2024 Hall Hire	80.00	£0.00	
06.11.24	Alison Clothier	Salary and expenses for October	129.17	£0.00	
06.11.24	HMRC	PAYE for October	28.34	£0.00	
		Total amount requested	1161.96	0.00	

Chaldon Herring Parish Council					
Reconciliation of Accounts					
Balance b/fwd		From 31.03.24			8350.59
	Add:	Income year to date			4615.25
	Less:	Expenditure to date			1091.96
Balance as at 30.09.24					11873.88
Funded by:					
	Deposit account	07050484		2907.09	
	Current account	00155884		9348.75	
	Petty Cash			30.00	
					12285.84
Add:	Uncleared Income				
		Parish Council Expenses		TBC	
	Terry Newberry	Laptop reconfiguration		44.00	
	DAPTC	2024 Subscription		60.45	
	Chaldon Herring Village Hall	2023 Hall Hire (uncashed cheque)		70.00	
	Chaldon Herring Village Hall	2024 Hall Hire		80.00	
	Alison Clothier	Salary and expenses for October		129.17	
	HMRC	PAYE		28.34	

					411.96
Balance as at 30.09.24					11873.88
			Difference		0.00

Chaldon Herring Parish Council						
Budget Monitoring for the year ended 31st March 2025						
Description		2024/25 Budget	Actual	Balance		
<u>Receipts</u>		-				
Account Interest			15.25	15.25		
Precept		4,600.00	4,600.00	0.00		
CIL receipts			0.00	0.00		
Misc income			0.00	0.00		
VAT refunded			0.00	0.00		
Total receipts		4,600.00	4,615.25	15.25	0.00	
<u>Payments</u>						
DAPTC Subs. + other subs		60.45	60.45	0.00		
Insurance		249.59	0.00	249.59		
Training		200.00	0.00	200.00		
Wages - Clerk		1,144.00	141.70	1,002.30		
Clerk Expenses - mileage		0.00	15.81	(15.81)		
IT/Website		80.00	44.00	36.00		
Stationery & postage		50.00	0.00	50.00		
Telephones			0.00	0.00		
Rent		320.00	80.00	240.00		
Grass cutting		850.00	0.00	850.00		
Audit fees		250.00	0.00	250.00		
Contingencies		100.00	0.00	100.00		
Election costs				0.00		
Grants		1,250.00	0.00	1,250.00		
Defibrillator			750.00	(750.00)		
Asset maintenance		1,000.00		1,000.00		
VAT			0.00	0.00		
Total payments	0.00	5,554.04	1,091.96	4,462.08	0.00	
Balance b/fwd from 31.03.23	8,350.59			Monies held in bank		12,285.84
Income to date	4615.25					
		12,965.84				
				Add:		
Earmarked Reserves				Income not cleared		
Election costs	1,500.00			Less:		
General Reserves	4,500.00			Cheques not cleared		(411.96)

		6,000.00		Earmarked funds		(6,000.00)
Expenses for current year to date	1,091.96					
		1,091.96				
Balance available not yet committed		5,873.88		General Reserve		5,873.88
						0.00