

**BERSTED PARISH COUNCIL MONTHLY MEETING  
18:30 TUESDAY 13<sup>th</sup> AUGUST 2024. AGENDA AND BUSINESS**

**All Members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business which is set out on the agenda.**

**Reminder of standing orders 3x.**

**A meeting shall not exceed a period of 2 hours and items should not exceed 15 minutes.**

**Notice to all in attendance, this meeting is recorded for the Clerks use only, for the purpose of accuracy of minutes, once minutes are ratified the recording will be deleted.**

**1. Apologies for Absence**

**2. Declarations of Interests**

It is a requirement for all Councillors to make a declaration of personal and prejudicial interests either prior to commencement of meetings or at a time during a meeting where relevant.

**3. Minutes of Council Meeting 9<sup>th</sup> July**

Minutes have been circulated to Members.

**4. Matters Arising from the Minutes**

None notified at time of publication.

**5. Reports from County & District Councillors**

**Maximum of 15 minutes for this item.**

Councillors are requested to submit written reports prior to the meeting where possible.

- a) County Cllr Greenway
- b) County Cllr Francis Oppler
- c) District Cllrs Bately, Lury and Yeates

**6. Committee Minutes**

**Maximum of 15 minutes for this item.**

To **note** the minutes and receive any questions from Members:

- a) Community Action Committee, 16.07.24.
- b) Infrastructure Report 25.07.24.
- c) Planning Committee, 06.08.24

**7. Public Session**

**Maximum of 15 minutes for this item.**

A resolution may be made to allow members of the public present to ask questions.

**8. Financial Matters**

Approve the August 2024 Income & Expenditure report for the general account.

**9. Handbook**

**Maximum of 15 minutes.**

Approve the current handbook.

**10. Parish Reports:**

**Maximum of 15 minutes.**

- a) Chair
- b) Vice Chair
- c) Clerk/RFO
- d) Deputy Clerk
- e) Community Clerk
- f) ALL Councillors reports

**11. Meetings & Reminders**

- a) Budget prep meeting, 10am, 15.08.24.
- b) Personnel Committee, 6.30pm, 20.08.24.
- c) Budget prep meeting, 7pm, 20.08.24.
- d) Planning Committee 6.30pm, 03.09.24.
- e) Council 6.30pm, 10.09.24.
- f) Community Action Committee, 6.30pm, 17.09.24.
- g) Finance Committee, 6.30pm, 24.09.24.

**12. Parish Litter pick schedule-Saturdays 11am**

- a) Bersted Green-August 17<sup>th</sup>
- b) Jubilee Fields-September 21st
- c) Trees Estate-October 19th

**13. Correspondence (as circulated)**

Any further correspondence.

**14. Urgent Matters**

Urgent matters notified to the Chairman in writing in advance of the meeting. Members should note that no decision can be made.

**D. Holcombe, Clerk/RFO**

**7th August 2024.**