

# Clerk Consultation Meeting

With WHITBOURNE PARISH COUNCIL

Dear Councillors,

Under the authorised Scheme of Delegation policy, Whitbourne Parish Councillors are invited to attend the Clerk Consultation Meeting to be held on Wednesday 5th January 2022 at 7.30pm. The Clerk consultation will take place via zoom at the following link.

<https://us02web.zoom.us/j/83992591030>



Kevin Phillips  
Clerk/RFO - 01886 822267, [whitbournepccclerk@outlook.com](mailto:whitbournepccclerk@outlook.com)

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## AGENDA

1. To accept Apologies for Absence
2. To receive Declarations of Interest
3. To approve the minutes of the meetings held on: 3rd November 2021
4. Matters arising from minutes
5. To approve Clerk Decisions from Clerk Consultation meetings
6. To receive report from Ward Councillor including:-
  - a. Highways maintenance budgets
7. To receive the Clerk's report
8. Financial Matters:
  - a) To approve accounts for payment:  
Clerk Salary: Dec 21/Jan 22 & HMRC PAYE  
Clerk expenses: Nov/Dec 2021 (£191.80)
  - b) To approve Bank Reconciliation to 31st December 2021
  - c) To approve Income and Expenditure reconciliation to 31st December 2021
  - d) To review 2021/2022 budget versus spend
9. S106 projects
  - a) To review proposals for future projects
10. To receive report from NDP Steering Group
11. To receive reports from: Village Hall, Playing Fields & Manorial Court

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12. To receive report regarding the Glebe/woodlands
13. To determine approach to Parish Council funding First Aid courses
14. To determine approach to Parish Council funding new defibrillator pads
15. To report village issues regarding road maintenance, clearance, etc.
16. Public Participation - members of the public are allowed 10 minutes to address the Council
  - a. Street lighting in Acreage
17. Items for future consideration

**Members of the public are welcome to attend this Clerk consultation meeting.**