

PUBLIC NOTICE

Parish Councillors are hereby summoned to attend
An Extra Houghton Parish Council Meeting
To be held at Houghton Village Hall on Wednesday 31st May 2023 at 19:40 pm

THE PUBLIC AND PRESS ARE CORDIALLY INVITED TO BE PRESENT

Please note that they may be excluded from any item the Council decide should be treated as confidential.

Issued 26/05/2023

Jon Brumwell, Clerk to Houghton Parish Council

Public Open Forum – Members of the public are invited to address the Council on any issue over which it has power for up to FIVE minutes each, with the item lasting a maximum of TEN minutes.

1. To receive apologies and accept and record any reasons for absences
2. To receive declarations of interest from members regarding items on the agenda.
3. For councillors to complete and sign Section 7 of the personal and pecuniary interest forms for this new period of office.
4. To **receive** and **consider** the Internal Auditor's Report
5. To **receive** and **consider** the Parish Council's annual accounts for the period 1st April 2022 – 31st March 2023.
6. Annual Governance and Accountability Return – to **review** and **authorise** signature by the Chairman and Clerk
7. To consider matters of finance including:
 - a) To approve expenditure below:

DESCRIPTION – May A/c's	NET	VAT	GROSS
Admin support	£142.10		£142.10
Expenses (A4 paper)	£5.83	£1.17	£7.00
Coronation Expenses	£28.69		£28.69
Houghton Village Hall	£27.00		£27.00
TOTALS	£203.62	£1.17	£204.79
EE mobile direct debit paid	£13.46	£2.69	£16.15
Wages (approved 22/05/2023)	£143.00		£143.00
Locum RFO (approved 22/05/2023)	£340.00		£340.00
	<u>£700.08</u>	<u>£3.86</u>	<u>£703.94</u>

b) Income Received	
Staffordshire County Council	£126.00
Cheque	£ 10.33
Lloyds Reserve Interest	£ 2.43

- c) To receive financial reports including Bank Reconciliation

8. **To receive** updates on projects and action points:

- Dale Common – site visit Tuesday 30th May 2023, 10.00am.
- S106 money
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9. **To receive** any future agenda items by Monday, 19th June 2023

10. **To confirm** the date and time of the next meeting as Monday, 26th June 2023 at 7.00pm

11. Meeting Close