



## BARHAM PARISH COUNCIL

Members of Barham Parish Council are hereby summoned to attend a Parish Council Meeting to be held on Monday 7<sup>th</sup> March 2022, 7.00pm, at Barham Church Hall, to transact the business as set out below.

**OPEN FORUM.** Members of the public are invited to give their views and question the Parish Council on this agenda, or raise issues for future consideration at the discretion of the Chairman, before the start of the Parish Council meeting. Members of the public may not take part in the Parish Council meeting itself. To receive reports from County & District Councillors.

### AGENDA

1. **APOLOGIES FOR ABSENCE**
  - a. Apologies for absence
  - b. Consent/non consent to absence
2. **COUNCILLORS DECLARATION OF INTERESTS**
  - a. Declaration of any pecuniary or other interests with regards to any item on the agenda
3. **TO APPROVE THE MINUTES OF THE MEETING HELD ON 5<sup>th</sup> OCTOBER 2021 (see attached)**
4. **TO APPROVE THE MINUTES OF THE EXTRAORDINARY MEETING HELD ON 8<sup>th</sup> NOVEMBER 2021 (see attached)**
5. **TO APPROVE THE MINUTES OF THE MEETING HELD ON 13<sup>th</sup> DECEMBER 2021 (see attached)**
6. **TO APPROVE THE MINUTES OF THE EXTRAORDINARY MEETING HELD ON 15<sup>th</sup> FEBRUARY 2022 (see attached)**
7. **WORKPLAN AND PLANNING LIST**
  - a. Review of Workplan
  - b. Review of Planning List & To Discuss any new Planning Applications Received
8. **FINANCE**
  - a. Monthly Payments – to agree the payments for December, January & February
  - b. Monthly reconciliation – to approve December, January & February bank reconciliations
  - c. Q4 spend against budget
  - d. To Approve the List of Regular Payments which need to be Paid Outside of Meetings 2022-2023
  - e. To Consider a pay increase to the Street Cleaners
  - f. Thank You Letters Received from recent Donations granted by the Parish Council
9. **TO CARRY OUT THE ANNUAL APPROVAL OF STATUTORY ITEMS**
  - a. To Approve the Internal Auditor, Heelis & Lodge to carry out the audit of the end of year accounts - April 2021 to March 2022
  - b. To Review the Asset Register
  - c. To Approve All Risk Assessments – Property, Financial, GDPR & General
  - d. To Review Financial Orders & Standing Orders
  - e. To Review the Internal Control Statement

10. **REPORTS – Councillors to report on any meetings that they have attended since the last meeting.**  
To include Councillor Training - Cllr Andrew Akhurst.  
Village Hall – Cllr Brenda Mitchell
11. **CORRESPONDENCE – to report to councillors on any correspondence recently received**
  - a. Litter Notices at the Request of The Wombles
12. **DATE OF NEXT MEETING**

**Mrs M Thurston - CILCA**  
**Parish Clerk 23<sup>rd</sup> February 2022**