

CAYTHORPE AND FRIESTON PARISH COUNCIL

Dear Councillor,
You are hereby summoned to attend:

**Caythorpe and Frieston Parish Annual Council Meeting
to be held on Wednesday 10th January 2024
commencing at 7.30pm in the Village Hall**

The Agenda for the meeting is to be found below.

There will be a short public forum before the council meeting proper which will begin at 7.15 pm. All councillors are requested to attend this forum. Should the forum last less than 15 minutes, the Parish Council Meeting will begin at that time.

Mrs Debbie Manderfield
Clerk to the Parish Council

AGENDA MEETING Number 5

1. **Apologies for absence.**
2. **Declaration of Interests** - To receive declarations of interests under the 2000 Local Government Act.
3. **Approval of minutes of the Parish Council meeting held on 8th November 2023, meeting number 4**
4. **To receive written applications for the office of Parish councillor and to Co-opt a candidate to fill the existing vacancy - 2**
 - a. Signing of Declaration of Acceptance, DPI and Code of Conduct
 - b. Reallocation of portfolios
5. **Parish Clerk's Report**
This has been circulated previously
6. **Financial Matters:**
 - a. Authorisation of BACS/Cheque payments.
 - b. Review of CFPC accounts. Bank rec & management accounts.
 - c. Update from Cllr Farr - Finance committee Chair
 - d. Savings Account Mandate - signing
 - e. Budget/ Precept
7. **Registers**
 - a. Risk Register Review and accept.
 - b. Maintenance Register Review and accept.
8. **Project Register update: -**
 - a. Items taken in order as they appear on the register.
9. **New Proposals**
 - a. Tree Survey – Clerk

- b. Police Office – Cllr Crawley
- c. Co-Option Policy – clerk
- d. New Defibrillator – Cllr Macer

10. The Parish Environment:

- a. Planning Issues
- b. Report from Cllr Dudfield – Planning Committee Chair

11. Community Safety - Report on local crime and policing matters.

- a. Please visit <https://www.police.uk/pu/your-area/lincolnshire-police/grantham-rural-north/?tab=CrimeMap> for activity in our area: 3 incidents have been reported to the police during August. No figures are available for September or October

12. Community Activities by Portfolio Councillor – Reports issued prior to meeting.

- a. Cllr Crawley - Litter Picking and the Big Clean, Environmental Sustainability, Playing Field Committee
- b. Cllr Manderfield - Village Hall committee, Highways
- c. Cllr Macpherson– Facebook Page, Allotment Committee
- d. Cllr Farr – Shops, Businesses & Employment, Hospital Car Scheme, Gala Committee
- e. Cllr Dudfield – Dog Fouling
- f. Cllr Fells – News & Views, Footpaths, Public Transport
- g. Cllr Topley – Emergency Plan
- h. Cllr Powell - Children and Child care, Volunteering & Skill Sharing
- i. Cllr Sandy – Housing
- j. Cllr Crawley - War Memorial & Remembrance Day Parade
- k. Cllr Roberts & Cllr Sandy - Burial Ground,
- l. Cllr Macer – Community Heartbeat

All reports to be circulated prior to meeting

13. Items of urgent business.

14. Arrangements for next meeting:

- 15. The next Parish Council Meeting Number 6 of 2023 will be held on Wednesday 13th March 2024 commencing at 7.30 p.m. in the village hall.