

Brent Knoll Parish Council

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COUNCIL SUMMONS AND AGENDA

The next Monthly Meeting of Brent Knoll Parish Council will be held on

Wednesday 5th February 2025 at the Jubilee Room in the Parish Hall at 7pm

Public Session and Agenda Items

1. Apologies for absence (resolution to approve)
2. Declarations of Pecuniary (Registerable Interests and Dispensations)
3. Approve the Minutes from January 8th (Resolution to approve)
4. Planning Matters for Consideration

No matters Currently

5. Clerks report and Correspondence matters / and Surgery report

Working Group reports (Where appropriate pre circulated)
(Share Project Tracker for January 2025)

To receive a report from The Footpaths Team

To receive a report from the Highways

To update the Council on The Village Green Toilet Block/ Car Park

To receive a report from the staffing and audit group

To receive a report from the Buildings working group (if any)

Policy Introduction and Updates

(a) Office and Expenses Policy for Brent Knoll PC

To receive a report from the Somerset Council member

6. Financial Report and payments for **February 2025**

(Payment List Statutory approval for **February** (Approved under Minute no
(241/23 March 6th 2024)
(resolution to approve)

Variable Payment Listing February 2025
(resolution to approve)

P Phillips and Sons (Car Park Tarmac and Kerb re order	£ 1080.00
SPFA Membership (Playing Fields Association) 2025	£ 15.00
Toilet Block Consumables purchased by the Parish Hall	£ 111.98

(All reclaimable vat included in the total figures)

Other Financial matters

- (a) Updated Budget to end of January with updated forecast
- (b) To discuss and consider new dog bin Collection charges to be levied and to discuss and decide alternative arrangement options.
- (c) To approve Richard Young as internal Auditor for 2024/2025

7. Matters for Consideration and Decisions January 2025

- (b) Play area upgrades Work in progress
- (c) Parish Council documents and storage
- (d) Updating on reply from Parish Hall re fencing in front of patio
- (e) ANPR and SID Reporting
- (f) Locking and unlocking of the Hill Lane car park gate
- (g) Annual Meeting plans and proposals
- (h) Dog and General Signage Example cost etc
- (i) Litter Picking kits and Risk Assessments

8. Matters of Report and agenda Items for **March 2025 *(No Decisions)***

Date of Next Meeting and Surgery dates

The next full meeting of the Parish Council will be **March 5th 2025** at 7pm Parish Surgery on **March 4th 2025** 10am to 12 Noon.