

Temple Normanton Parish Council

Parish Clerk:

Kimberley Walker clerk@templenormanton.org.uk 07814 601511

May 2025

To: Temple Normanton Parish Councillors

You are summoned to attend the meeting of Temple Normanton Parish Council to be held at 6:45pm on Monday 12th May 2025 at Grassmoor Community Centre, New St, Grassmoor, S42 5EE.

Members of the public and press are welcome to attend.

Kimberley Walker

Kimberley Walker FdA, BA (Hons), CiLCA
Clerk to the Council

Annual Meeting of Temple Normanton Parish Council

AGENDA

11/24 To Elect Chairperson.

12/24 To appoint a Vice Chairperson

13/25 To receive apologies for absence.

14/25 To receive any declarations of interest from Members.

Members are requested to declare the existence and nature of any disclosable pecuniary interest and/or other interest, not already on their register of interests, in any item on the agenda and withdraw from the meeting at the appropriate time, or to request a dispensation. Please note that appropriate forms should be completed prior to commencement of the meeting.

15/25 Recording and Filming of Council and Committee Meetings.

The right to record, film and to broadcast meetings of the council and committees is established following the Local Government Audit and Accountability Act 2014. This is in addition to the rights of the press and public to attend such meetings. Meetings or parts of the meetings from which the press and public are excluded may not be filmed or recorded. Members of the public are permitted to film or record meetings to which they are permitted access, in a non-disruptive manner.

For the purposes of minute taking The Clerk will record the meeting audially and delete the files once the draft minutes have been produced.

16/25 Public Participation.

The period of time designated for public participation at a meeting shall not exceed 15 minutes, a member of the public shall not speak for more than 3 minutes, unless directed by the Chairperson of the meeting. If the Police Liaison Officer, County or District Council Member is in attendance, they will be given the opportunity to raise relevant matters during this part of the meeting.

17/25 To consider any items which should be taken in exclusion of the press and public.

If the Council decides to exclude the press and public it will be necessary to pass a resolution in the following terms: "That in view of the confidential nature of the business about to be transacted, to consider a resolution to exclude the Press and Public from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, in order to discuss the item." A reason must be stated.

18/25 To agree any variations of order of business.

19/25 To read and consider the Minutes of the Meeting of Temple Normanton Parish Council held on Monday 07th April 2025.

Copies have been circulated to each Member with the summons to attend the meeting; the Minutes may be taken as read.

20/25 To receive and consider additional agenda items in the order in which they have been notified:

- a) To consider the renewal quotation for insurance for £570.00 – see clerk's report.
- b) To consider options for new website provider – see clerk's report.
- c) To discuss minors memorial in park – Councillor item.
- d) To consider purchasing a bleed box kit – Councillor item.

21/24 To review and note or approve the following policies:

- a) Financial Regulations
- b) Standing Orders
- c) Financial Risk Assessment

22/25 To ratify the signing of orders for payment.

- a) To authorise accounts for payment:
 - Mrs K L Walker – April Salary £19.44
 - G O'Brien (Hostsafe) – Website & email maintenance £216.00
 - Grassmoor Community Centre – Room hire 03.03.25 £27.00
 - Derbyshire ALC – Membership subscription £250.19
- b) To note income since last meeting.
 - Allotment – Plot 6 deposit and rent £47.50
 - Precept £8397.81
- c) Latest bank account balances:
 - HSBC – £27,624.81 (04/05/25)
 - NS&I – £6,404.75 (29/04/24)
- d) To approve year end 23/24 bank reconciliation.
- e) Internal Audit Report – see supporting document.

23/25 Approval of Annual Return 2024/254 – S1 Annual Governance Statement for Approval by the Council.

24/25 Approval of Annual Return 2024/25 – S2 Accounting Statement for Approval by the council.

25/25 Approval of Annual Return 2024/25 – Notice of Period for the exercise of Public Rights.

26/25 Approval of the Certificate of Exemption.

27/25 To note Planning Applications. None received.

Next meeting to be held on Monday 09th June 2025 at 6:30pm.