

COLD HIGHAM PARISH COUNCIL

Postal Address: 12 Berry Lane, Wootton, NN4 6JX

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All Councillors are summoned to attend the Annual Meeting of Cold Higham Parish Council of Cold Higham Parish Council to be held at Cold Higham Parish Hall on **Thursday 18 July 2024 at 6.00 pm.**

AGENDA

1. Welcome and apologies to be accepted.
2. Declarations of Interest.
3. Approval and Signature of the minutes of the Annual Meeting of the Parish Council 13 June 2024.
4. Matters Arising:
5. Correspondence to agree action where needed.
6. Public Session.
7. Local Area Partnership – Rachael Byrne, Local Area Partnership Lead, Rural South & Rural East Public Health & Wellbeing
8. Report from Police Liaison Representative.
9. Planning Matters.
10. Open Spaces
 - a. Rights of Way – reports of overgrown footpaths.
 - b. Rights of Way – Definitive Parish Maps and landowner information.
11. Cemetery
 - a. Cemetery working group - report to Council.
 - b. Green waste bin for Cemetery – consider purchasing an annual permit for green waste bin at £58 pa.
 - c. Tidy up of Memorial Garden - consider quotation to remove mowings to tip.
12. Grass mowing:
 - a. Grass Mowing Specification 2025.
 - b. Urban Grass Mowing grant update.
13. Mobile Speeding Camera Project Update.
14. Finance & Admin.
 - a. Approve bank reconciliation 30 June 2024 - separate paper circulated.
 - b. To receive receipts:
 - i. 26.06.2024 Whites Funeral Directors, Burial Fee £200.00
 - ii. 30.06.2024 Unity Trust Bank, Bank Interest £147.04
 - c. To approve payments:

MOP	Payee	Purpose	VAT		Powers
BP	G Greaves	Clerks July Salary		£338.96	Local Government (Financial Provisions) Act 1963 s5
BP	HMRC	Clerks July PAYE		£84.80	Local Government (Financial Provisions) Act 1963 s5
BP	G Greaves	Clerks July Expenses - Mileage £8.10		£8.10	Local Government (Financial Provisions) Act 1963 s5
BP	Cuttlefish Multimedia Ltd.,	Website – Logo Design inv 1253	£18.00	£108.00	Local Government (Financial Provisions) Act 1963 s5
BP	E-ON	Street Light Maint. Invoice 124338	£6.00	£36.00	Highways 1980 Act.
BP	NJ Blackwell Garden Services	Mowing invoice 1277	£46.00	£276.00	Open spaces Act 1906 as 9 & 10 & Public Health act 1987s164
BP	Mr Taylor	Stimming invoice 5 & 6		£188.00	Open spaces Act 1906 as 9 & 10 & Public Health act 1987s164
DD	Yu Energy	Electricity supply invoice 01792732	£0.72	£15.12	Highways 1980 Act.
DD	Yu Energy	Electricity supply invoice 01792733	£1.55	£32.53	Highways 1980 Act.

15. Logo Design Update and approve further budget – Cllr Carter.
16. Resolution to approve Scheme of Delegation 2024.
17. Recruiting new Parish Councillors.
18. Councillor Reports & Training Requests.

19. Confirm date of next Parish Meeting 19 September 2024, 6pm.

20. Close.

Signed: *G Greaves*

Date: 11 July 2024