

NOTICE OF EXTRAORDINARY MEETING OF THE PARISH COUNCIL

To members of the Parish Council

Cllr Boura, Cllr Stephenson, Cllr Murfin, Cllr Harrison

Dear Councillors,

This NOTICE IS HEREBY GIVEN that an Extraordinary Meeting of Mayfield Parish Council will be held at 7.30pm on Monday 24th June 2024 at Mayfield Memorial Hall, Conygree Lane, Mayfield, Ashbourne DE6 2LD. Members of the Council are hereby summoned to attend for the purposes of transacting the following business. The meeting will be open to the public unless the Council otherwise directs. (Public Bodies (Admission to Meetings) Act 1960)

Issued by Cllr Pamela Boura, Acting Parish Clerk

Date: 4 June 2024

Council Pledge: Let our debating be reasoned and temperate, recognising that others may have a different point of view; and may we always remember that our deliberations and decisions are ultimately for the good of the people of Mayfield.

AGENDA

- 24.06.01 TO CONSIDER AND APPROVE THE APPOINTMENT OF THE ACTING CLERK AND THE ACTING RFO
- 24.06.02 APOLOGIES AND APPROVAL OF ABSENCES
- 24.06.03 TO RECEIVE DECLARATIONS OF INTERESTS AND TO CONSIDER REQUESTS FOR DISPENSATIONS. Councillors to declare any interests, a failure to declare a disclosable pecuniary interest at a meeting is a criminal offence under section 34 of the Localism Act 2011
- 24.06.04 PUBLIC PARTICIPATION
- 24.06.05 FINANCE – TO CONSIDER AND AUTHORISE PAYMENTS OF LIST BELOW AND RECEIVE FINANCIAL UPDATES

Reference	Item	Amount
Payments		
08/so	Litter Picker April salary	£99.15
09/dc	EE Phone Top up	£10.00
10/dc	Website Hosting	£41.99
11/dc	Postage	£1.35
12/128	Payroll Services to 5/4/24	£91.44
13/129	SPCA Annual Subscription	£326.00
14/130	Meeting Room 2/4/24	£24.00

15/131	P Boura – Stationary Postage and Notice Board maintenance	£13.68
16/127	Insurance	£463.87
17/dc	Refresh. For Ann. Community Meeting	£17.45
18/132	Lengthsman contract	£99.00
19/133	Training – Planning – P Boura	£30.00
20/dc	EE phone top up	£10.00
21/so	Litter Picker Salary	£99.15
Income		
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Bank – Lloyds Account	Balance on 28 th May 2024	£21,350.59

- 24.06.06 TO DISCUSS, AGREE CHANGES AND APPROVE THE “ASSET REGISTER” AND THE “ASSET REGISTER FOR INSURANCE”
- 24.06.07 TO AGREE TO REMOVE SIGNATORIES FROM THE BANK ACCOUNT
- 24.06.08 TO RECEIVE AND NOTE THE ANNUAL INTERNAL AUDIT REPORT
- 24.06.09 TO COMPLETE AND APPROVE THE ANNUAL GOVERNANCE STATEMENT (SECTION 1)
- 24.06.10 TO APPROVE THE ACCOUNTING STATEMENTS (SECTION 2)
- 24.06.11 TO APPROVE THE CERTIFICATE OF EXEMPTION
- 24.06.12 DATE OF NEXT MEETING Monday 1st July at 7pm.

* The item, Public Participation, allows 10 minutes of each Parish Council Meeting, for members of the public to make representations or give evidence in connection with items included on the agenda. Each representation must be a maximum of 2.5 minutes. At the discretion of the Chairperson, the meeting may be adjourned to give members of the public present an opportunity to raise other matters of public interest.

The Openness of Local Government Bodies Regulation 2014 – allows the filming and recording of Parish Council meetings

Parish Clerk: clerk.mayfieldpc@gmail.com 07508 930 705