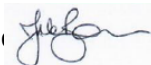


## Parish Council Meeting

### NOTICE OF MEETING

**A meeting of the Parish Council will be held on Wednesday, 5 June 2024  
at 19:30 in the Elmdon Lounge, Parish Hall, Elmdon Road, Marston Green  
Members of the Parish Council are hereby summoned to attend the meeting**

Signe: 

Clerk & RFO

Date 31 May 2024

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**Councillors:** Are minded that they must act solely in the public interest and should never improperly confer an advantage or disadvantage on any person or act to gain financial or other material benefits for yourself, your family, a friend or close associate.

**Public Question Time:** Residents are invited to the Parish Council meeting and may give their views or question the Parish Council regarding any issues on this agenda.

The Parish Council would advise member of the public that following agenda item C 24 – 0110 , they may not participate in the meeting.

The Parish Council Meeting will commence at approx. 19:45.

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#### AGENDA

**C 24 - 0109 Chairman's welcome**

**C 24 - 0110 The Public**

**C 24 - 0111 Apologies:** To receive apologies from absent members.

**C 24 - 0112 Declaration of Interest and Dispensations:** Members are reminded to keep their Register of Interests form up to date and to submit dispensation requests to the Clerk

**C 24 - 0113 Minutes:** to approve the minutes of the Annual Parish Meeting held on 1 May 2024

**C 24 - 0114 Minutes:** to approve the minutes of the Annual Parish Council Meeting held on 1 May 2024

**C 24 - 0115 Minutes:** to approve the minutes of the Parish Council Meeting held on 1 May 2024

**C 24 - 0116 Matters arising:** to consider matters arising from the Parish Council Meeting held on 1 May 2024

**C 24 - 0117 Recreation Committee**

- a) To note the minutes of the meeting held on 15 May 2024
- b) To note budget/expenditure
- c) To approve the recommendation to allow the use of the Recreation Ground for regular yoga classes and to refuse the use of the Millennium Wood for a one off charity yoga event in June

**C 24 - 0118 Events Committee**

- a) To note the minutes of the meeting held on 15 May 2024
- b) To note the minutes of the meeting held on 28 May 2024
- c) To note budget/expenditure
- d) To update on plans for the D-Day 80th anniversary event - 6 June 2024
- e) To update on plans for the Community Day event - 14 September 2024

**C 24 - 0119 Finance & General Purpose Committee**

- a) To note the minutes of the meeting held on 20 May 2024
- b) To note budget/expenditure
- c) To recommend the approval of the purchase of a Bannerman Drop Spreader at a cost of £980 plus VAT
- d) To discuss the need for a policy on payment of invoices and aged debts

- e) To recommend the transfer of payroll and pension upload processing to DM Payroll Services at a cost of £360 per year plus £40 set up fee
- f) To approve the draft Investment Policy
- g) To approve the recommendation to donate £200 towards the coach trip to Weston Super Mare being organized by St Leonard's Church

**C 24 - 0120 Planning Committee**

- a) To note the minutes of the meeting held on 28 March 2024
- b) To review the comments submitted on behalf of the Parish Council

**C 24 - 0121 Notes from the Pavilion Working Group meeting 30 April 2024**

- a) To review the notes and update on the current position regarding the proposed new lease with Marston Green Cricket Club

**C 24 - 0122 To approve the Finance Approval List & list of urgent payments made**

**C 24 - 0123 Approval of the Annual Governance and Accountability Return 2023/2024**

- a) To receive and note the Annual Internal Audit Report
- b) To consider and approve the Annual Governance Statement (Section 1)
- c) To consider and approve the Accounting Statements (Section 2)

**C 24 - 0124 Internal Audit Report arising from the audit carried out on 25 April 2024:** to note the Internal Audit Report and discuss the recommendations contained within

**C 24 - 0125 Councillor update:** to note the resignation of Cllr Wayne Hadley and update on the response to the current Councillor vacancies

**C 24 - 0126 WALC AGM:** to agree who will attend the AGM as the Parish Council's voting representative

**C 24 - 0127 Statement of Truth:** to approve the Statement of Truth requested by Land Registry in relation to land on the south of Coleshill Road, Marston Green and agree who will sign on behalf of the Parish Council

**C 24 - 0128 Website accessibility WCAG2.2AA.:** to discuss the requirement to ensure the website is compliant with WCAG2.2AA

**C 24 - 0129 Local List of Heritage Assets:** to agree to respond the survey and approve responses

**C 24 - 0130 Date and time of the next meeting:** 3 July 2024 at 19:30

**Venue:** Church Hall, Church Lane, Bickenhill B92 0DN