



NOTICE OF MEETING

Ashurst Wood Village Council members are summoned to the Village Council meeting to be held on Tuesday 5th November 2024 at 7.00 pm at the Council's meeting room, 20-22 Maypole Road. Members of the public and press are welcome and encouraged to attend.

Rebecca Roberts
Clerk to the Council

Date: 30th October 2024

AGENDA

Please turn off or silence mobile phones during the meeting

1. a. County and District Councillors' Reports
b. **Public Questions** – no longer than 15 minutes
2. Apologies for absence
3. To receive Declaration of Interests from Members in respect of any matter on the Agenda
The disclosure must include the nature of the interest. If an interest becomes apparent to a member during the course of a meeting that has not been disclosed under this item, the member must immediately disclose it.
4. Chair's Announcements
5. To confirm the Minutes of the Village Council meeting held on 1st October 2024
6. Clerk's report*
7. To receive the minutes of Committees and reports from working groups and to consider any recommendations arising: * **
 - a. Planning Committee – Meeting of 1st October
 - b. Finance, Administration & Human Resources Committee – None
 - c. Events Working Group – None
8. To approve the Health & Safety Risk Assessment
9. To receive an update on the Ashurst Wood Youth Club
10. To receive an update on recent & planned events
 - a. Remembrance Sunday
 - b. Christmas Market
 - c. VE-Day 80

11. Highways
 - a. To receive an update on potential traffic calming measures in the village
12. Finance* **
 - a. Accounts to ratify and approve from 1st to 31st October. Total expenditure £6,909.53
 - b. To receive and approve the Finance Pack for October 2024 (which includes the RBS income and expenditure report, statutory balance sheet & bank reconciliations) **
 - c. To consider the first draft of the budget for 2025/26 as discussed at the Finance, Administration and Human Resources Meeting of 15th October 2024
 - d. To agree that all staff now receive the percentage increase of 1% to tally with the NJC pay scales that have been agreed. (staff initially received a step increase and a percentage increase of 1.5%, but the agreement is now for 2.5%)
 - e. To agree the recommendations of the Finance, Administration & Human Resources Committee with regard to the job evaluation report produced by Chris Rolley
 - f. To ratify the expenditure of £125.00 for a replacement door handle and plates to the office door
 - g. To approve the expenditure of £418.04 for the repair of the cross-trainer gym equipment at John Pears.
 - h. To approve a donation of £175 to the Royal British Legion for the Councils Remembrance Wreath
 - i. To approve the expenditure of £120 for the Assistant Clerk/RFO to undertake the Financial Introduction to Local Council Administration (FILCA) Course.
13. To discuss parking difficulties in Wray Close
14. To consider Grant applications** (amount spent so far this year is £350 + approx. £150 for the chocolate box appeal as agreed at the meeting of 5th March 2024 and the budget is £2,500) – None
15. Consultations: **Enabling remote attendance and proxy voting at local authority meetings**
16. To receive reports from Councillors who have attended outside bodies:
17. Items of correspondence*
18. Any items for reporting or inclusion on future agenda
19. Date of next meeting – 3rd December 2024

* see Clerk's report

** Attached papers

Copies of meeting papers are available on request from the Council office