

Hopton and Coton Parish Council Meeting

Email 'hoptonclerk@gmail'

Website: www.hoptonandcotonparishcouncil.org.uk

11 January 2023

To: **Members of Hopton and Coton Parish Council**

Dear Councillor

You are summoned to attend a meeting of **Hopton and Coton Parish Council** which will be held on **Wednesday 11th January 2023 at 7.00pm** to be held at **Hopton Village Hall, Wilmore Hill Lane, Hopton, Stafford ST18 0AW**

If you have any COVID-19 symptoms or a cough/cold, can we please ask that you not attend the meeting in the interests of everyone's public safety and health

Yours sincerely

Councillor Steven Spennewyn

Agenda

- 1 To announce the decision of the parish councillors to vote in a new parish councillor as a result of the co-option process
- 2 To elect a Vice Chair of the Parish Council
- 3 To receive apologies for absences
- 4 To receive Acceptance of Office and Declarations of Interest from Councillors appointed to Council
- 5 To receive declarations of Members' interests
- 6 Public Participation

A period not exceeding 20 minutes for members of the public to ask questions or submit comments

Please submit your questions or comments to the Clerk's email 'hoptonclerk@gmail.com' no later than 12.00 hrs on the 10th January 2023 for inclusion

- 7 To confirm the minutes of the previous meeting
- 8 Reports
 - 8.1 Report from Borough Councillor
 - 8.2 Report from County Councillor
- 9 To review the proposal for the placement of a parish board on Redrow Church View

Hopton and Coton Parish Council

- 10** HS2
 - 10.1 HS2 community funding contract review
 - 10.2 HS2 Annual Extraordinary Meeting for 2022.
 - 10.3 HS2 Phase 2a one-to-one appointments engagement day
- 11** To review the employment process for the parish clerk
- 12** Finance and payments
 - 12.1 To review and approve all payments and charges as necessary
 - 12.2 To review and agree the proposed budget and forecast for 2023/24
 - 12.3 To review and agree the proposed precept amount for 2023/24
 - 12.4 to review and agree a proposal for distribution of council funds to designated areas of the parish
 - 12.5 Letter from Gardner Champion Solicitors
 - 12.6 To ensure all councillors have reviewed the end of year accounts for 2021/2022
- 13** Proposal for a meeting of councillors to discuss:-
 - the management of the village hall including a proposed lease and the booking system
 - proposed maintenance of the village hall
 - the distribution of funds to designated areas of the parish
 - footballers use of village hall ground
 - to decide internal auditors
 - to announce external auditors
 - to discuss management of accounts
- 14** To discuss training for new councillors
- 15** To decide a date for the next meeting
- 16** Meeting closure