

HOPTON AND COTON PARISH COUNCIL

NOTICE OF MEETING

WEDNESDAY 7TH FEBRUARY 2024

Email: hoptonandcotonparishclerk@gmail.com

Website: www.hoptonandcotonparishcouncil.org.uk

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

Dear Councillors,

You are summoned to attend a meeting of **Hopton and Coton Parish Council** which will be held on **Wednesday 7th February 2024** at 7:00PM at **Hopton Village Hall, Wilmore Hill Lane, Hopton, Stafford ST18 0AW**.

Members are asked to inform the Clerk if they are unable to attend.

Yours sincerely

A. Mclean

Angela Mclean

Parish Clerk

Date of Notice: 24th January 2024

AGENDA

PUBLIC PARTICIPATION TIME

- 09.1 Welcome and introduction by the Chairman
- 09.2 Introduction of CIO Representative to address the Council on matters involving the CIO
- 09.3 Matters raised by the members of the public; up to a collective maximum of 20 minutes in duration; a member of the public may only speak for a maximum of 3 minutes
- 09.4 Close of Public Participation Time

PARISH COUNCIL MEETING

- 09.5 To receive and approve apologies
- 09.6 Record declarations of interest from Councillors
- 09.7 To consider the minutes from the Parish Council Meeting held on Thursday 11th January 2024
- 09.8 To review the CIO vote made on 15th November 2023 and discussion on this matter to be delivered by Cllr P Cunningham
- 09.9 To discuss the implementation of the online project tracker and diary and its use
- 09.10 To discuss the transition of email accounts for HCPC to gov.uk email addresses
- 09.11 To discuss Parish Boards refurbishment programme and receive an update on the Parish Board replacement
- 09.12 To receive an update on the planned meeting with SAGE Housing and HCPC on behalf of Redrow residents
- 09.13 To receive an update on the current and proposed contract for the Footballers for the use of the Football Pitches in Hopton
- 09.14 To set up the St Mary's Gate Sub-committee (working group) with the objective to dispense budgeted funds to the area of St. Marys Gate in accordance with full parish council regulations and financial rules
- 09.15 To set up the working party groups to review the Council policies and GDPR policy
- 09.16 To agree a date and venue for Defibrillator training to be held and agree upon attendees
- 09.17 To consider any planning matters
- 09.18 Financial Matters
 - 09.18.1 To consider the schedule of payments
 - 09.18.2 To provide an update on the change of Parish Council banking provider for the Current Account and Reserve Account from Natwest Bank to Unity Trust Bank and add a further Councillor to the banking system
 - 09.18.3 To discuss and approve the final budget and precept for the financial year 2024-25 and for Council to vote on the completion and approval of this
- 09.19 To confirm the date of the next planned public meeting

CLOSE OF PARISH COUNCIL MEETING TO PUBLIC

- 09.20 To review and agree for A Mclean, Parish Clerk to under the CILCA training module as part of the Parish Clerk's ongoing CPD
- 09.21 To receive an update of bank reconciliation to 31st January 2024

END