

HOPTON AND COTON PARISH COUNCIL

NOTICE OF MEETING

THURSDAY 11TH JANUARY 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 **Thursday 11th January 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: 5th January 2024

AGENDA

PUBLIC PARTICIPATION TIME

- 08.1 Welcome and introduction by the Chairman
- 08.2 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
- 08.3 Close of Public Participation Time

PARISH COUNCIL MEETING

- 08.4 To receive and approve apologies
- 08.5 Record declarations of interest from Councillors
- 08.6 To consider the minutes from the Parish Council Meeting held on Wednesday 15th November 2023
- 08.7 To discuss the project tracker and its use
- 08.8 To discuss the Parish Council online diary
- 08.9 To discuss Parish Benches to be situated at St Marys Gate
- 08.10 To discuss Parish Boards refurbishment programme and receive an update on the Parish Board replacement
- 08.11 To consider any planning matters
- 08.12 Financial Matters
 - 08.12.1 To consider the schedule of payments
 - 08.12.2 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
 - 08.12.3 To discuss budget preparation for the financial year 2024-25
- 08.13 To receive a statement from the Chairman
- 08.14 To confirm the date of the next planned public meeting

CLOSE OF PARISH COUNCIL MEETING TO PUBLIC

- 08.15 To review and approve the Council policies and GDPR policy
- 08.16 To review the SCC DPO Service and Gap Analysis service by SCC
- 08.17 To receive an update of bank reconciliation to 31st December 2023
- 08.18 To discuss confidential salary considerations in relation to the update from NALC from April 2023

END