

# Sampford Arundel Parish Council

You are hereby summoned to attend a Parish Council Meetings to be held on Tuesday 29 August 2023 in the Parish Rooms at 7.30 pm. The agenda for the meeting is set out below.

*A Kendall*

Parish Clerk – Alice Kendall

22 August 2023

1. Apologies for absence and approve reasons for absence
2. Public Forum – matters of report
3. Declarations of Interest, pecuniary or otherwise, in any agenda items
4. Approve and sign the Minutes of the meeting held 27 June 2023
5. Chair's Report
6. Clerk's Report
7. Finance

a. To approve payments since the last meeting;

Chq	Description	Name	Amount
SO	Salary July	A Kendall	£208.35
SO	Salary August	A Kendall	£208.35
DD	Deductions	HMRC	£152.40
001008	Expenses	A Kendall	£194.09*

\*breakdown attached.

b. Receipts since the last meeting;

Name	Description	Amount
Natwest	Interest	£12.53
HMRC	VAT Refund	£266.38

c. Bank Reconciliation

d. 23/24 Budget Report to date

8. LCN update – Cllr Brown
9. Matters of report
10. Items for Next Agenda

Next meeting: 7.30pm Tuesday 7<sup>th</sup> November 2023

**Public Forum item notes**

a) Matters for report only

b) Questions and Representations from Residents.

This provides an opportunity for members of the public (who are not usually permitted to speak during the meeting, other than on Planning Applications, or by special invitation of the PC Chair) to participate before the meeting by asking questions, raising concerns or making representations, regarding Sampford Arundel Parish. No decision can be taken on issues raised unless the matter is already an item on the agenda. As this is not part of the formal meeting minutes will not be produced.

c) County Councillor's report

d) District Councillor's report.

County and District Councillors may give short verbal reports on matters affecting the Parish as this is also not part of the meeting, minutes will not be produced