

Great Milton Parish Council

Locum Clerk: Allison Leigh

Email: clerk@greatmilton-pc.gov.uk

14th January 2025

Members of Great Milton Parish Council are summoned to the Parish Council Meeting Monday the 20th January 2025 at 7:30pm in the Pavilion at the Recreation Ground, Great Milton

Members of the Public: Members of the public are welcome to attend and may address the Council during the formal meeting under Public Participation. Under the Public Bodies (Admissions to Meetings) Act 1960, the public may be excluded whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

Allison Leigh, Locum Clerk

AGENDA

159/24 Apologies for Absence

160/24 Variation of order of business: To consider a variation of order of business, if needed

161/24 Declarations of members' interests
To receive declarations of interest in matters on the agenda

162/24 Presentation by the management of Le Manoir aux Quat'Saisons regarding development plans for 2025

163/24 Reports
To receive reports from the police, County Councillor, District Councillor and any other local representatives as appropriate

164/24 Correspondence and Public Discussion
To receive items of correspondence and hear any representations/questions from the public in relation to items on the agenda

165/24 Minutes of the previous meeting
To approve and sign the [minutes of the meeting of the 16th December 2024](#)

166/24 Actions from the previous meeting: To consider the actions from the previous meeting

167/24: Council IT: To consider a new account, if needed, for Outlook due to the possible inability to access to the current account

168/24 Training: To consider the following training courses:
 i. Roles and responsibilities for all councillors and the clerk in person in Great Milton of an approximate cost of £450 + travel for 2 representatives from Oxfordshire Association of Local Councils

169/24 Planning Applications:

There were no new planning applications.

170/24 Finance

A **Donation requests:** To consider the following requests:

i. Clean Slate

B **Society of Local Council Clerks (SLCC) subscription:** To consider a subscription to SLCC for the new clerk

C **Back pay to clerk in post from 9/9/24 – 16/9/24:** To consider a week’s salary for the Clerk of September 2024.

D Payments for authorisation: To consider the following payments

<u>Payee</u>	<u>Element</u>	<u>Amount</u>	<u>Date</u>	<u>Cheque number</u>	<u>Power to Spend</u>
Allison Leigh	Locum Clerk – expenses	47.10	20/1/25	2455	Local Government Act (LGA) 1972 s111
Allison Leigh	Locum Clerk – January	660.00	31/1/25	2459	LGA 1972 s 112
Great Milton Freecycle	Donation	90.00	20/1/25	2460	LGA 1972 S137
Staff Costs	Back pay to the clerk from April – August 2024	28.60	20/1/25	2461	LGA 1972 s 112

E To receive and sign the monthly bank reconciliation, accounts and bank statement

F **Online banking:** To have an update and to confirm the address for the Council’s Unity Trust Bank account

171/24 Security in the village: To receive an update on security issues impacting Great Milton from the Neighbourhood Watch coordinator

172/24 Items for next agenda or information only

173/24 Confidential item: To resolved to exclude members of the public from agenda item 174/24 due to its confidential nature

174/24 Evaluation of level of Clerk's Role: To confirm the salary scale and weekly hours for the role of the Clerk of Great Milton Parish Council

The next meeting of Great Milton Parish Council will be held on Monday 17th February starting at 7.30pm in The Pavilion.

Agenda items for the February meeting are due to the Clerk by Wednesday, 6th February