

**LOUND PARISH COUNCIL**  
**PARISH COUNCIL MEETING**

I hereby give notice that the Annual Meeting of Lound Parish Council will take place on Monday 4 March 2024 at 7.00pm. The meeting will be held at Lound Village Hall.  
Jill Brown – Clerk

**Annual Parish Council Meeting**

- 1. Welcome and Apologies** – Council to vote whether to accept or decline apologies offered from Parish Councillors.
- 2. Declaration of interest and requests for dispensation** - Declaration of any pecuniary or other interest with regard to items on the agenda.
- 3. Minutes of the Previous Parish Council Meetings** - To confirm the minutes of the Parish Council meeting held on Monday 8 January 2024.
- 4. Updates**
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  - Councillor Training
  - Warm Welcome Rooms Project
  - Phone Kiosk Back Lane
  - Village Hall – Solar Panel Bid
  - Lound Archive project
  - Mardle Work Party 9<sup>th</sup> March
  - Speed Signs (Choice of and approval to purchase sign)
  - Internet Banking
  - Litter Pick Arrangements 23 March
- 5. Reports from District and County Councillors**
- 6. Correspondence** – Any correspondence received and not previously circulated/dealt with
- 7. Appoint RFO (Responsible Financial Officer) for upcoming year-** as advised on Internal Audit Report.
- 8. Appoint Internal Auditors for the year 2023/24.**
- 9. Adopt Councillor Code of Conduct** – As advised as an outcome of Internal Control Document 2022/23.
- 10. Internal Control Document** – Paul S to present to Parish Council.
- 11. Accounts a:** Review of income and expenditure and balances to end February 2024. Review of bank reconciliation to end of February 2024. Review of actual and forecast income to end February 2024.  
Review of Grant expenditure so far. Phone Kiosk, WWR, Lound Archive, SID  
**b: Payments to Authorise:**  
Clerk’s salary to end March 2024 and April 2024  
Any other payments to authorise.  
Invoice for WWR so far £525 invoice attached. £175 to go until end of project at end of March  
Materials for Lound Archive Project Receipts with Miles £238.97 so far, may be more by this meeting

Cost of Speed Device after decision made earlier in the meeting

**12. Dates of Future Meetings:** To be set for remainder of year. Dog training will finish from April to Oct so the next three meetings can be downstairs. AGM poss Mon 13<sup>th</sup> May or 20<sup>th</sup> as backup

**13. Councillors Forum** - *To request items to be included in the agenda for the next meeting*