Hougham Without Parish Council

13 Victoria Road, Capel-le-ferne, CT18 7LR

Email: cathy.finnis@googlemail.com

**Wednesday, 15th November 2023**

Summons and Agenda

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***To members of the Council***

You are hereby summoned to attend An Ordinary Meeting of Hougham Without Parish Council at Hougham Village Hall for conducting planning business (by invitation from the Clerk) on **Tuesday 21st November 2023** for the purpose of transacting the following business.

Cathy Finnis

C.M. Finnis, MA

Clerk to the Council

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| Agenda number  | Description  | Owner  |
| 68/23  | Welcome from Chair and to receive apologies for absence | Chair |
| 69/23 | To agree the Minutes dated 19th September and 4th October 2023 | Chair/All  |
| 70/23 | To consider any matters arising from Minutes of 19th September and 4th October 2023 | Chair/All  |
| 71/23 | To hear questions from the public.  | Chair/Public |
| 72/23  | To consider the finances to date and precept (final decision January 2024).Balance 15/11/23: £**15,360.87**  | Clerk/All  |
| 73/23 | Chair’s Update/Report  | Chair  |
| 74/23 | Councillor’s Updates/Report *(please make yourself known to Chair and Clerk if you wish to address the Council)*  | Councillors  |
| 75/23 | To update on the Village Green Working Party  | Cllr Oxenham, Cllr Robinson  |
| 76/23 | To update on the issues with the Waste site.  | Chair/Cllr Hibbert  |
| 77/23 | To discuss the possibility of the introduction of a Parish Charter between parish councils and Dover District Council. Previous 2015 version circulate to councillors.  | Chair/All  |
| 78/23 | Risk assessment of all Council business (annual)  | Clerk/ All |
| 79/23 | Cheques to be agreed and paid:* Employee wages/office allowance (Oct/Nov) £558.58
* Ability Payroll (Oct/Nov) £13.00
* Contractor wages (Oct/Nov). £130.00
* Playdale for baby swing £327.43
* Two defib signs (bought be CF). £58.92
* DDC Uncontested election £102.76
* HMRC (paid due to deadline) £194.60
* Harmer and Sons payment for 2023 season. £1296.00
 | Chair/All and Signatories to sign.  |
| 80/23 | Training for councillors via KALC:* **Dynamic Councillor module** ideal for new Councillor or those who need a refresh. Online on 5th December at 6.30pm. The cost will be funded by the Council.

Please let the Clerk know if you wish to book.  | Clerk/All  |
| 81/23 | Date of next ordinary meeting of the Council: 17th January 2024 |  |