

## ANNUAL MEETING OF COLEBY PARISH COUNCIL

to be held at The Village Hall Rectory Road Coleby on Tuesday 14<sup>th</sup> May 2024  
at 7.15pm

### AGENDA

Present/Apologies

1. Election of Chairman
2. Election of Vice Chairman
3. Co-Option of Parish Councillor
4. Approval of Minutes of Meeting held 9<sup>th</sup> May 2023
5. Matters Arising
6. Confirmation of Clerk's Employment
7. Clerk's Report of Accounts for year 2023/2024 and approval of payments

#### Coleby Parish Council

#### Finance Report

##### a) Payments to be made:

Item	Payee	Amount	Vat	Total
Clerks Salary May 2024	S Makinson-Sanders	349.70	0	£349.70
Clerks Salary June 2024	S Makinson-Sanders	349.70	<u>0</u>	£349.70
Lowfields Cemetery Water May 2024	Anglian Water	4.00	0	£4.00
Lowfields Cemetery Water June 2024	Anglian Water	4.00	0	£4.00
Far Lane Cemetery Water Jan/Apr Qtr 2024	Anglian Water	14.63	0	£14.63
Hall Hire	Coleby Village Hall Committee	28.00	0	£28.00
Dog Waste Bin + Delivery	Broxap Limited	220.00	44.00	£264.00
Cemetery Wall Rebuild	M J Green (Navenby) Ltd	2116.00	423.20	£2539.20
Pay Roll 1 <sup>st</sup> Qtr 2024	Autela Payroll Services Ltd	61.44	12.29	£73.73
Repay Unused Grant re Neighbourhood Plan Review	Groundwork UK	4084.39	0	£4084.89

Annual Insurance	Zurich Municipal	509.89	0	£509.89
Paper – CPNP Review	David O'Connor	9.80	0	£9.80
Litter Picking May 2024	V Smith	30.00	0	£30.00
Litter Picking June 2024	V. Smith	30.00	0	£30.00
LALC Website Renewal	LALC	54.00	10.80	64.80
Dog Waste Bags	J Shaw	24.01	4.77	27.89 ( £0.69 discount)

**b) Payments received :**

Item	From Whom	Amount
Precept	NKDC	£11250.00
Ashes Interment + Plot Reservation Lowfields Beeby	Mr N Beeby	£170.00
Burial Plot	Briggs	£400.00

**c) Payments due:**

d) **Balance** held at Co-Operative Bank as at 7<sup>th</sup> May 2024 £22,735.51

Payments approved.....Date.....