



Turners Hill Parish Council  
The Ark  
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**TO ALL COUNCILLORS**

**29<sup>th</sup> October 2024**

**You are summoned to attend a meeting of the PARISH COUNCIL to be held on TUESDAY 5<sup>th</sup> NOVEMBER 2024 at THE ARK at 7:30 pm.**

**Clerk to the Council**

**A G E N D A**

- 1 Apologies
- 2 Declarations of interests in any agenda item listed
- 3 Fifteen minutes for public participation
- 4 Chairman's announcements
- 5 To confirm the minutes of the meeting held on 1<sup>st</sup> October 2024 ([attached](#))
- 6 Matters currently being pursued - report by the Clerk
- 7 Planning Applications  
None to consider
- 8 Report on previous planning applications
- 9 To approve the Minutes of the The Ark Community Executive Committee held on 24<sup>th</sup> October 2024 ([attached](#)) – note that fees/charges and budgets will be approved by Council at the January meeting.
- 10 Finance Committee – note that the budget and Precept will be considered by Council at the January meeting:
  - a To approve the Minutes of the Finance Committee meeting held on 24<sup>th</sup> October 2024 ([attached](#))
  - b To consider de-registering for VAT
  - c To move £426 from the Tardis Repair earmarked reserve to the Repairs and Renewals Fund

- 11 Staffing Committee:
  - a To approve the Minutes of the Staffing Committee held on 21<sup>st</sup> October 2024 ([attached](#))
  - b To confirm the appointment of Charlotte Jim as Clerk and Responsible Financial Officer from 1<sup>st</sup> January 2025
  - c To note the plan to recruit an Administration Assistant/Deputy Clerk
  - d To approve the costs of outsourcing payroll at a cost of £350 plus VAT per year, plus a set up fee of £70.
  
- 12 Withypitts Pond:
  - a To consider consulting the community on the long-term viability of maintaining the Pond
  - b To approve the quote of £802 from L Whittaker to repair the fencing
  - c To approve the quote of £1,131.75 plus VAT from Enterprise to clear the vegetation on the outskirts of the water. Note that there is a budget of £2,000 for this.
  
- 13 Town, Parish and District Liaison Group – to accept the notes of the meeting held on 3<sup>rd</sup> October 2024 and attended by the Clerk ([attached](#))
  
- 14 Internal Audit – to note the report of the Interim Audit held on 21<sup>st</sup> October 2024 ([attached](#))
  
- 15 Accounts Due for Payment  
Details [attached](#) – please submit any questions on the accounts to the Clerk by 4<sup>th</sup> November so that the correct information can be reported at the meeting.
  
- 16 Correspondence
  
- 17 To consider the temporary exclusion of the public and press due to the confidential nature of the following business to be discussed.
  
- 18 To consider nominees for the Civic Award (information to follow)