

## AGENDA

**Date: Tuesday 7<sup>th</sup> May 2024**  
**Time: 7:00 pm in the Parish Room**

To all Members of the Parish Council  
1<sup>st</sup> May 2024

You are hereby summoned to attend a Meeting of the Parish Council to be held on Tuesday 7<sup>th</sup> May 2024 at 7.00 pm to transact the following business.

Teresa Murphy  
Clerk to the Parish Council  
[www.sambourneparish.org.uk](http://www.sambourneparish.org.uk)

## AGENDA

1. Apologies
2. Disclosures of Interest
3. To approve the Minutes of the meeting held on 19<sup>th</sup> March 2024 A
4. Matters arising from the Minutes of the meeting held on 19<sup>th</sup> March 2024

### Review of Actions from the Meeting

Minute	Name(s)	Action
4	Chairman	Parishes working together - Ongoing
4	Cllr Clarke	Dark Skies Policy – Ongoing
5	Chairman	Contact with Great Alne PC re flood resources
6	Clerk	Prepare Policies for signature
6	Cllr Clarke	Review of Finger Post Risk Assessment
6	Cllr Taaffe	Review of gateways/road markings/signs R/A
7	Clerk	Draft Interim Report

5. **Community Speed Watch – Update** I/D

6. **Improved Access to Footpaths Project – Update** I/D
7. **Code of Conduct Complaint**
8. **Risk Assessments:**
- i. RA7.1 Cast iron Finger Posts and signs A
  - ii. RA 10.1: Gateways, Signs and Road Markings A
  - iii. Financial & Management Risk Assessment A
9. **Policies to be adopted (Reviewed at March 2024 meeting)**
- i. Equality and Diversity Policy Adopt
  - ii. Data Protection Policy Adopt
10. **Accounts:**
- i. Budget Update – 7<sup>th</sup> May 2024 A
  - ii. Bank reconciliations for March/April 2024 A
  - iii. List of financial transactions from 19/03/2024 – 07/05/2024 I
  - iv. Final Report from Auditor I/D
11. **Planning** D/A
12. **Correspondence** I
13. **Public Participation:** If you have an item you would like the Council to consider, please either:
- I. email the clerk at [clerk.sambournepc@aol.com](mailto:clerk.sambournepc@aol.com); or
  - II. Contact a councillor direct, either in person or by email. A list of the councillors' email addresses can be found on the website: [www.sambourneparish.org.uk](http://www.sambourneparish.org.uk)
  - II. We ask that the item be raised by 16:00 on Friday 3<sup>rd</sup> May 2024
14. **Chairman's Business** I/D
15. **Date of Next Meeting:**

**Tuesday 9<sup>th</sup> July 2024 at 7:00 pm**

To visit our Parish Council website, scan the QR code below:



[www.sambourneparish.org.uk](http://www.sambourneparish.org.uk)