



## Extraordinary Parish Council Meeting 28<sup>th</sup> August Minutes

### Action

#### Attendance

**Parish Councillors:** M. Flounders (chair); G. Elsden; R. Piltch; S. Scott; S. Phillips; D. Goodwin; L. Pettit.

**Parish Clerk:** L Hastie

**Absent:** None

#### 24.01: Proceedings

- Chairman welcomed attendees
- Declaration of interest in any items on the agenda: None.

#### Discussion Items

- **24.02: Approval of 2023/24 Accounts and the Annual Governance and Accountability Return (AGAR).** The 2023/24 accounts were shared with councillors. The accounts and the AGAR were approved as a true and accurate record. MF explained that the AGAR form would be completed and submitted and that the relevant information would be posted onto the Syleham Parish Website.

#### AOB

- **24.03: Indigo Lodge Planning Application.** MF informed councillors that the Parish Council's response had been submitted and that he had contacted the council regarding Footpath 16. The council said that they would make a site visit.
- **24.04: Clerk Training.** Councillors were informed that the clerk's basic training was due to start in the middle of September consisting of three two-hour weekly sessions in the evening covering meetings, planning and finances.
- **24.05: SALC Payroll Service.** LH recommended to councillors the use of SALC's Payroll Service to ensure that the council met its employer obligations. Councillors agreed the recommendation.
- **24.06: Website.** LH informed councillors that a new website which was much easier to edit was being constructed and should go live in the next two weeks.

**The meeting closed at 19.55. The next meeting will take place at the Village Hall at 7.00 pm on 6<sup>th</sup> November 2024.**

Signed



Date

6-11-24