



MERTON PARISH COUNCIL

Chairman: Louise Hyde Vice Chairman: Stephen Mouser



To: Members of Merton Parish Council

You are duly summoned to attend a meeting of Merton Parish Council to be held at 6.00pm on Tuesday 8th March 2022 at St. Peter's Church. Merton.

Claire Prentice
Clerk & RFO to Merton parish council

Date: Thursday 3rd March 2022

Merton Parish Council welcomes the public and press to its meetings. The public and press are able to address the Council during Item 21/22 of the agenda set out below. The law does not permit members of the public and press to take part in the debates. If attending, please adhere to the venues covid-19 risk assessment and follow any government guidelines which are in place at the time of the meeting.

AGENDA

18/22 Chairman's opening remarks

19/22 To receive apologies and approve absences

20/22 To receive declarations of interest in any items to be discussed and grant any dispensation requests.

21/22 Public Participation. (max. 30 minutes)

22/22 To receive reports

23/22 To approve minutes of the meeting of council held on 20th January 2022

24/22 Flooding related issues, to receive updates, discuss and decide on any action to be taken.

25/22 Highways, to receive updates, discuss and decide on any action to be taken.

26/22 Planning Matters, to consider any planning applications

27/22 Covid-19 plaque, to discuss and decide where and when to display plaque.

28/22 Phone kiosk, to receive updates, discuss and decide on any action to be taken.

29/22 Defibrillator, to receive updates, discuss and decide on any action to be taken.

30/22 Grant request, to consider any applications.

31/22 Policies and procedures, to consider, review and adopt accordingly, as well as set next review dates.

- a) Risk management scheme
- b) Asset register
- c) Asset risk assessment



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31/22 Finance: -

a) Agree bank reconciliations

PC Current Account

Closing Balance as per bank statement 4 th March 2022 (TBC)	£2135.11
<u>Less</u> unpresented cheques:	
Net Balance as at 4 th March 2022:	£2135.11
The net balance reconciles to the receipts and payments account for the year as follows:-	
Opening Balance 1st April 2021:	£1618.77
Add receipts in year	£2235.40
Less payments in year	£1719.06
Closing balance as at 4 th March 2022:	£2135.11

PC Reserve Account

Closing Balance as per bank statement 4 th March 2022 (TBC)	£1683.38
<u>Less</u> unpresented cheques:	£0.00
Net Balance as at 4 th March 2022:	£1683.38
The net balance reconciles to the receipts and payments account for the year as follows:-	
Opening Balance 1st April 2021:	£1683.22
Add receipts in year	£0.16
Less payments in year	£0.00
Closing balance as at 4 th March 2022:	£1683.38

Village Hall Project

Closing Balance as per bank statement 4 th March 2022 (TBC)	£2905.61
<u>Less</u> unpresented cheques:	£0.00
Net Balance as at 4 th March 2022:	£2905.61
The net balance reconciles to the receipts and payments account for the year as follows:-	
Opening Balance 1st April 2021:	£3231.11
Add receipts in year	£-325.50
Less payments in year	£0.00
Closing balance as at 4 th March 2022:	£2905.61



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b) **Payments since last meeting**, to approve accordingly

PC Current Account

Date	Payee/Reason	Cheque No.	Amount	Signatories	Approval
	None				

c) **Outstanding payments**, to approve accordingly

PC Current Account

Date	Payee/ Reason	Cheque No.	Amount	Signatories	Approval
08.03.22	Clerk salary + expenses	BACS	375.23		
08.03.22	HMRC	¹	4.40		
08.03.22	Wave	BACS	51.64		
08.03.22	Venue hire	BACS	20.00 TBC		

d) **Receipts since last meeting**, to approve accordingly

PC Current Account

Date	Payee/ Reason	Cheque No.	Amount	Approval
	None			

PC Reserve Account

Date	Payee/ Reason	Cheque No.	Amount	Approval
TBC	Interest	DC	0.04	

Village Hall Project

Date	Payee/ Reason	Cheque No.	Amount	Approval
	None			

e) **Internal Auditor**, to receive updates, discuss and decide on any action to be taken.

f) **V.A.T.**, to approve claim accordingly

32/22 Employment matters.

- **To consider the passing of a resolution under the Public Bodies (Admission to Meetings) Act 1960** (as extended by s.100 of the Local Government Act 1972 that the public and press be excluded from the meeting for item 32/22 on the grounds that it could involve the likely disclosure of private and confidential information).
- **Appraisal**
- **Holiday request**

33/22 To confirm or amend the date and place of next meeting (annual meeting) as Tuesday 10th May 6pm Thompson Hall

¹ To be paid from unallocated payments and credits held by HMRC