

# MATLASKE PARISH COUNCIL

Tel: 07776 345119  
Chairman: Mrs Sara Buxton

Email: Matlaske.pc@gmail.com  
Parish Clerk: Amanda Yacoubian

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## To Members of the Council,

You are hereby summoned to attend a meeting of Matlaske Council on **Monday 11<sup>th</sup> March 2024, 7.30pm** at St Peter's Church, Matlaske for the purpose of transacting the following business:

*Amanda Yacoubian* Parish Clerk 4<sup>th</sup> March 2024

1. **To consider apologies for absence**
2. **Public Forum**
  - a. To receive questions or comments from the parishioners
  - b. To receive the reports from the District & County Councillors
3. **To record declarations of interest and approve any requests for dispensations for disclosable pecuniary interests or other interests**
4. **To approve the minutes of the meeting held on Monday 8<sup>th</sup> January 2024**
5. **To report progress on items not on the agenda from the last meeting**
  - a. Highways visit 12<sup>th</sup> February 2024
6. **Finance**
  - a. To review the financial update 2023/24 up to 4<sup>th</sup> March 2024  
Cash book, bank reconciliation and bank statement emailed to Councillor's on 4<sup>th</sup> March  
Barclays Community Account balance                      £691.13
  - b. To approve regular payments:

28/02/2024	A Yacoubian	Salary	£187.85
28/03/2024	A Yacoubian	salary	£187.85
  - c. To approve receipt  
Receipt from NCC recycling credits                      £88.31
  - d. To approve new invoices/payments  
28/02/2024 Defib battery                                      £274.07
7. **Correspondence**
  - a. **General Correspondence**  
29<sup>th</sup> February 2024 email from Eric Vardy  
19<sup>th</sup> February email from Daniel Yellop re bus services
8. **Planning**
  - a. To receive results of applications  
None
  - b. To receive new applications and comment  
None
  - c. To note any applications received in between meetings  
None
9. **Other Matters**
  - a. **Barclays** - Simple Servicing Authority
  - b. **Policies** - Financial Regulations, Financial Risk Assessment, Health & Safety, Asset Register
  - c. **Recycling credits**