



# *Heddon-on-the-Wall Parish Council*

## **NOTICE OF PARISH COUNCIL MEETING**

A meeting of the above-named parish council will be held in Heddon Community Library & Business Centre, Towne Gate, Heddon-on-the-Wall, NE15 0EJ, commencing at **7p.m.** on

**Wednesday 12<sup>th</sup> June 2024**

All members of the Parish Council are summoned to attend for the purpose of considering and resolving the business to be transacted at the meeting as set out hereunder. Members of the public and press are welcome to attend.

**Di Keller**  
**Chair**

**1. APOLOGIES FOR ABSENCE**

To receive any apologies for absence and approve reasons for non-attendance

**2. DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS**

To receive any declarations of interests in any item on the agenda and to consider any requests for dispensation from any member who has a Disclosable Pecuniary Interest (DPI)

**3. NORTHUMBERLAND COUNTY COUNCIL**

To consider any matters relating to Northumberland County Council (NCC)

**4. MINUTES OF PREVIOUS MEETING**

To approve as a correct record and authorise the signing of the minutes of the previous meeting held on Wednesday 8<sup>th</sup> May 2024

**5. MATTERS ARISING & REVIEW OF ACTIONS**

To consider any matters arising from the above minutes (if not covered on the agenda) and to review agreed actions from the previous meeting

**6. FINANCIAL MATTERS**

- a) To approve payment of invoices presented at the meeting
- b) To consider any applications for grants or donations received at least 3 days before the meeting
- c) To discuss the external audit for the year 2023 / 2024, in particular to:
  - Receive and discuss the internal audit report
  - Review and discuss internal controls
  - Review and approve the risk assessment
  - Approve the Annual Governance Statement
  - Approve the Statement of Accounts prepared by the clerk

**7. ROLES AND RESPONSIBILITIES**

To agree councillor roles and responsibilities and the role of sub-committees

**8. MAINTAINING OUR VILLAGE FOR ALL**

To consider any matters relating to maintenance, repairs, and assets management

**Asset Officer Report** – to consider any matters arising from the Asset Officer report

**9. IMPROVING OUR VILLAGE FOR ALL**

To consider any matters relating to improvements, projects, and activities

**10. REPORTS**

To receive a report on any meetings attended on behalf of the Parish Council

**11. PLANNING APPLICATIONS**

To consider consultations referred by Planning Applications Committee as may require comment.

**12. CORRESPONDENCE**

To consider such correspondence received as may require action

**13. ANY OTHER BUSINESS**

To consider any other business which the Chair considers to be urgent

**14. NEXT MEETING**

To confirm the date of the next ordinary parish council meeting: Wednesday 10th July 2024