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**Councillors are summoned to, and the public is given notice of, the meeting of Newstead Parish Council to be held at 7.30pm on Wednesday 13<sup>th</sup> December at the Newstead Centre, Tilford Road**

Vikki Arkell - Newstead Parish Clerk & RFO

#### **Agenda**

- 23.137 To receive and approve apologies for absence
- 23.138 Declaration of members' interests for this meeting
- 23.139 To receive reports from County and Borough Councillors
- 23.140 Correspondence received
- 23.141 Public session: Members of the public can take this opportunity to discuss Parish matters with Councillors
- 23.142 Clerks report on outstanding matters
- 23.143 To confirm the minutes of the Parish Council meeting on the 8<sup>th</sup> November as accurate

#### **Finance**

- 23.144 To note/approve the payment of invoices received in November 2023
- 23.145 To review the financial summary and the budget status to 30<sup>th</sup> November 2023
- 23.146 To finalise the 24/25 budget and precept requirements
- 23.147 To agree the Cemetery fees for 2024
- 23.148 To review the financial regulations and the internal financial control statement,

#### **General Matters Concerning the Parish**

- 23.149 To discuss jobs for the Lengthsman and confirm how the Lengthsman is instructed to complete works
- 23.150 To finalise arrangements for the community Christmas event (15<sup>th</sup> December 2023)
- 23.151 To discuss the grit bins, the storage, and the distribution of grit within the village
- 23.152 To discuss the retention of the Council's physical assets by individuals and how this is monitored to ensure they are cared for, and returned when necessary
- 23.153 To confirm the date and time of the next meeting: 10<sup>th</sup> January at 7.30pm

*Vikki Arkell* 7<sup>th</sup> December 2023