

## St Leonards & St Ives Parish Council

The Parish Office

Village Hall, Braeside Road,

St Leonards, Ringwood, Hants, BH24 2PJ

Clerk to the Council: Mr Jonathan Ross

Telephone: 01425 482727 email: [office@stleonardspc.org.uk](mailto:office@stleonardspc.org.uk)

[www.stleonardspc.org.uk](http://www.stleonardspc.org.uk)



18<sup>th</sup> October 2023

To: All Members of the Parish Council

Dear Councillor

### MEETING OF THE PARISH COUNCIL

You are hereby summoned to attend the Meeting of the Parish Council to be held in the Russell Room, Village Hall on **Wednesday 25<sup>th</sup> October 2023 at 7.00 pm**, to transact the business as listed on the agenda below: -

*Jonathan Ross*

Mr Jonathan Ross, Clerk to Council

*Meetings may be recorded to facilitate the compilation of the Minutes only*

### AGENDA

**All Members are respectfully reminded that it is their responsibility to check their Register of Interest forms to ensure that any changes are reflected. Their current forms are available online.**

**Public Open Forum** immediately after the above items for 5-10 minutes - The public may submit and are encouraged to send any comments on the matters listed on this agenda below by email to [clerk@stleonardspc.org.uk](mailto:clerk@stleonardspc.org.uk) in addition to joining the meeting these will then be circulated to Members. Comments need to be received by 9am on the day prior to the meeting for consideration. Members of the Public are reminded that they must not interrupt the meeting outside of the public forum. We reserve the right to exclude any person from the meeting if they are disrupting the meeting.

- 1. Pecuniary Interests:** Members are required to declare any Pecuniary Interests which have not already been included on their Register of Interests form. To consider any written requests for a Grant of Dispensation for items on the agenda.  
(Members are respectfully reminded that standing order 13(b) requires a Member with a disclosable interest in an item to withdraw from a meeting for that item.)
- 2. Apologies:** To receive Apologies for absence.
- 3. Minutes of the Parish Council Meeting held on 27<sup>th</sup> September 2023** - To approve and adopt the minutes of this meeting. To be signed by the Chair as soon as possible after the meeting.
- 4. Matters Arising:**
- 5. Correspondence:**
- 6. Clerks Report:**

- 6.1. Ashley Halt Interpretation Panel.** The Avon Heath Country Park ranger team have contacted the Parish Council to ask if they would contribute towards the cost of the new interpretation panel that is to be fabricated. The Clerk will brief members on details and members, if minded agreeing to making a contribution.
- 6.2. Proposal to Stop Sending Paper Copies of Agendas and Agenda Packs to Members.** The Clerk will brief members on a proposal to stop sending paper agendas and agenda packs from January 2024.
- 7. Amenities:** To receive recent local amenity matters
- 8. Finance:**
- 8.1.** To review and approve the schedule of payments for September 2023.
- 8.2.** To review and approve the bank reconciliation for September 2023.
- 8.3. To note the updated annual budget report.** The Clerk will update members on the annual budget and highlight any areas of risk.
- 8.4. Review the Effectiveness of the Internal Audit.** Members to consider the report and if minded resolving that the system of Internal Audit is effective and meets the standards required under the current Account and Audit Regulations.
- 8.5. To Receive the Internal Audit Report and Consider Recommendations.** An internal audit was carried out on 4<sup>th</sup> October 2023 by Fair Account. The Clerk to present the report to members. Its recommendations are to be considered and noted.
- 8.6. Updated Risk Management Assessment.** The Clerk has updated the Risk Management Assessment to take into account comments made in the Internal Audit Report. Members to note receipt of the Risk Management Assessment.
- 9. Precept for 2023/2024.** A discussion document for setting the precept for 2024/2025 has been circulated to members. Clerk will brief members on its details.
- 10. Award of Grants to Outside Bodies:** To consider the award of the following grants in 2023/2024.
- Greyfriars Community Centre.** To award £1000 to Greyfriars Community Centre.
- Ringwood and New Forest Citizens Advice.** To award £1500 to Ringwood and New Forest Citizens Advice.
- East Dorset and Purbeck Citizens Advice.** To award £1500 to East Dorset and Purbeck Citizens Advice.
- Ringwood Food Bank.** To award £1000 to the Ringwood Food Bank.
- Age Concern.** To award £1000 to Age Concern.
- 11. Budgetary Provision of Grants to Outside Bodies for Inclusion in the 2024/2025 Budget:** To consider making budgetary provision in the 2024/2025 budget for the following grants.
- Greyfriars Community Centre.** Budgetary provision of £1000 to Greyfriars Community Centre.
- Ringwood and New Forest Citizens Advice.** Budgetary provision of £1500 to Ringwood and New Forest Citizens Advice.
- East Dorset and Purbeck Citizens Advice.** Budgetary provision of £1500 to East Dorset and Purbeck Citizens Advice.
- Ringwood Food Bank.** Budgetary provision of £1000 to the Ringwood Food Bank.
- Age Concern.** Budgetary provision of £1000 to Age Concern.

**Youth Organisation.** Budgetary provision of £2000 to one or split between several youth organisations.

**12. To adopt the approved minutes of the following Committee Meetings: -**  
Planning held on 28<sup>th</sup> September 2023.

**13. Dorset Council – Report from appointed Members circulated prior to the meeting.**

**14. Parish Councillors' Reports:**

**15. Exchange of information:** Next meeting date is 29<sup>th</sup> November 2023.