

MOULSOE PARISH COUNCIL AGENDA
for the Annual meeting of Moulsoe Parish Council to be held on
Tuesday 14 May 2024 at 8 pm, Moulsoe Millennium Hall, Moulsoe

To the members of the Council:

You are hereby summoned to attend the Meeting of the Moulsoe Parish Council for the purpose of transacting the following business.

PLEASE NOTE the meeting will be recorded to enable accurate minutes to be produced.

1. **Election of Chair:** To elect Chair
 - 1.1 Chair to sign declaration
2. **To receive apologies for absence:** Council to receive apologies for absence
3. **Disclosures of Interests:** Council Members to disclose any conflict of interests
4. **Approval of Minutes:** To approve and sign the minutes of the meeting on Tuesday 13 March 2024
5. **Public Representations:** To receive public views and questions to the Parish Council on issues on the agenda or to raise issues for future consideration.
6. **Police Report:** To receive update on current crime issues
7. **Ward Councillor's Report:** To receive update from Ward Councillors
8. **Parish Council Business & Matters Arising from Last Minutes:**
 - 8.1. **MK East:** To receive updates on MK East development
 - 8.2. **Purchase of Bleed Kit:** To discuss and agree to purchase of Bleed Kit to be kept with defibrillator
 - 8.3. **Noticeboard:** To update on repairs as discussed in minute ref 2401/7.5 & 2403/4
 - 8.4. **Village events:** To discuss collaboration with village groups to help with organising events for residents in the hall
9. **Parish Councillor Reports:** To receive reports from Councillors
10. **Finance & Administration:**
 - 10.1. **Annual Audit:**
 - 10.1.1. To receive Internal Auditors Report

- 10.1.2. To approve Section 1, the Annual Governance statements
- 10.1.3. To approve Section 2, the Statement of Accounts
- 10.1.4. To approve Section 2, the Statement of Accounts
- 10.1.5. To approve and sign Exemption from limited Assurance review

10.2. Accounts

- 10.2.1. To confirm Barclays Account Balance of £18233.70
- 10.2.2. To approve the accounts as at 29 April 2024
- 10.2.3. To approve the payments scheduled for 2024-25
- 10.2.4. To approve Payments as per attached schedule

10.3 Governance:

- 10.3.1. To review the insurance schedule from Clear Councils insurance for 2024-25 and approve payment of premium
- 10.3.2. To review and adopt Standing Orders
- 10.3.3. To review and adopt Financial Regulations
- 10.3.4. To review and adopt Delegated Authority for 2024-25
- 10.3.5. To note requirement for Biodiversity Policy to be drafted and adopted

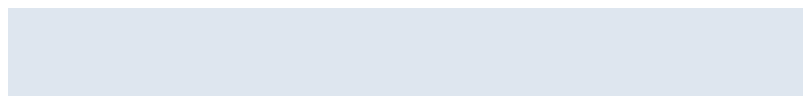
10.4 Correspondence: To review any correspondence received and approve any action required

Next Parish Council Meeting Moulsoe Millennium Hall 8 pm Tuesday 9 July 2024

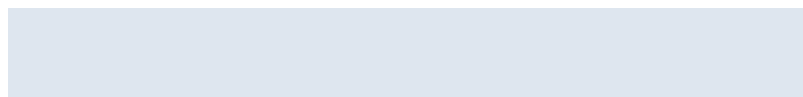
Moulsoe Parish Council
Delegated Payment Schedule 2024-25

Payment to	Amount	Reason for payment	Frequency
Cut Crew Ltd	£ 168.00	Grass cutting	Monthly
MCA	£ 30.00	Coffee morning hall cost	Monthly
K Hamilton		Salary	Monthly
Printers	£ 40.00	Moulsoe Mail	as required (4 issues per year)
Idnet	£ 144.00	Webspace hosting	Annual (June)
Clear Insurance	£ 491.88	Insurance premium 2024-25	Annual (May)
ICO	£ 35.00	ICO fee	Annual (July)
Lord Carrington Estate	£ 25.00	Playing field lease	Annual (Oct)
SLCC	£ 73.00	Clerks membership fee	Annual (Jan)
MK Forum	£ 25.00	Subscription fee	Annual (Feb)

Signed



Signed



Authorised 14 May 2024

Minute Reference 2405/10.2.3

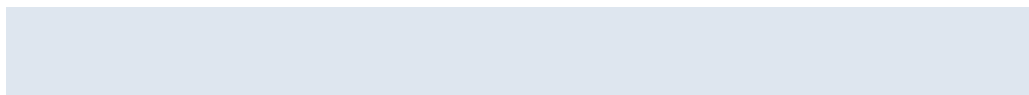
Moulsoe Parish Council Payments April/May 2024

Invoice Number	Date	Payment to	£	Date paid	Reason for payment
901700	15 Mar 2024	Idnet	180.00	17 April 2024	Domain Name registration
MPC- 07	1 Apr 2024	MCA	30.00	5 April 2024	Coffee morning hall cost
1904	1 Apr 2024	CutCrew	168.00	18 April 2024	Grounds maintenance (Cut 13 March)
5289	5 Apr 2024	BMKALC	52.71	18 April 2024	Subscription 2024-25
		K Hamilton	209.00	5 April 2024	March Salary
1958	1 May 2024	CutCrew	168.00	7 May 2024	Grounds maintenance (Cut 25 April)
MPC- 08	1 May 2024	MCA	30.00	7 May 2024	Coffee morning hall cost
		K Hamilton	17.16		Reimbursement for coffee morning cakes
		K Hamilton	29.30		Parish meeting refreshment costs
		K Hamilton	56.49		Reimbursement of Coffee morning hall goods
		K Hamilton	11.00		Reimbursement for set of postbox keys
		S Waters	235.20		Microsoft subscription

Payments due before July meeting

Cut Crew	168.00	Grounds maintenance (Cut May)
Cut Crew	168.00	Grounds maintenance (Cut June)
Clear Councils	491.00	Insurance premium 2024-25
K Hamilton		Salary May & June

Signed



Signed

