

# ONEHOUSE PARISH COUNCIL

e-mail: [clerk@onehouseparishcouncil.gov.uk](mailto:clerk@onehouseparishcouncil.gov.uk)

website: <https://onehouseparishcouncil.gov.uk/>



## PUBLIC NOTICE

A Meeting of Onehouse Parish Council will be held on  
**Monday 11<sup>th</sup> November starting at 7.30pm**  
**at Trinity Hall, Onehouse.**

The Public and Press are invited to attend and to contribute during the public participation session at the meeting.

Except where members of the public have been excluded due to the confidential nature of the business, any person may film, photograph, audio record or use social media to report on meetings of the Council including the public participation session.

### PUBLIC NOTICE OF MEETING AND SUMMONS TO COUNCILLORS TO ATTEND

Trinity Hall Onehouse at 7.30pm on Monday 11<sup>th</sup> November

#### AGENDA

1. **Apologies** for absence
2. Receive **declarations of interests** and **requests for dispensation** from Councillors
3. Agree **Minutes** of Onehouse Parish Council meetings held on 15<sup>th</sup> October 2024
4. County and District Councillor reports and **public forum**
5. Planning:
  - a. **Planning applications – there are none**
  - b. Consider any planning application received **since the agenda was posted**
  - c. Status of **planning applications**
6. **Clerk's Report**
  - a. Agree actions on **Correspondence and emails circulated** to Councillors by the Clerk
  - b. Review Parish Council practices, policies, procedures and committees, **resolution required**
7. Agree any actions required after reviewing the **Clerk's Report**
8. **Finance**

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- a. From the **RFO Report**, review Reconciliation of Accounts against Bank Statements and the Statement of Accounts vs Budget **Report** authorise payments made/to be made and note income received since the last meeting
- b. Revise bank mandate
- c. Initial look at the Budget for 2025-26
- d. Rent increase of £4 per hour for Trinity Hall to cover broadband costs applicable to all user groups
- e. Contract for OHSMAG editor
- f. Schedule and costs for Grass Cutting on the Playing Field
- g. Update Purchase of legal reference book for use of new Clerk “Local Council Administration” Arnold Baker
- h. Update the banking mandate for the new clerk changes of addresses and authorities for Councillors
- i. Little Owls toddler group
9. Review any issues raised for the **Paupers Graves, Licensed Path, Footpaths and Asset Register**
  - a. Tree Pollarding at Paupers Graves
10. **Training**
  - a. Advanced Councillor Training provided through Essex Association of Local Councils
  - b. GDPR Training
11. **Community Centre**
  - a. Lease of storage unit
  - b. Lease of the playing field
  - c. Toddler group
12. **Event updates**
  - a. Working Party
  - b. Village Show,
  - c. Combined villages event on Harleston Green in 2025
  - d. Burns Night event 2025
  - e. Oktoberfest 2025
  - f. Approval needed for £30 Village hall hire for Paupers Graves talk by Julie Johnson 7th December 14:00 to 16:00.
13. **OHSMAG**
  - a. Change the name of the committee to working party **resolution required**
  - b. Communication with the editor – emails are not being responded to
14. **Woodland Trust** Deer culling and woodland management update
15. **Questions** to the Chair
16. **Clerk recruitment and HR matters - the meeting will be closed to the public at this point, to discuss the contract of employment for the new Clerk**
17. Items for discussion at **future meetings**
18. Next scheduled **meeting** will be held on Monday 9<sup>th</sup> December 2024 provisional for planning only otherwise, 13 January at Trinity Hall Onehouse commencing at 7.30pm.

Signed

Dated: 6 November 2024