

Meopham Parish Council

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A Civility & Respect
Pledge Council

To all Members of Meopham Parish Council

You are hereby summoned to attend a meeting of the **Full Council of Meopham Parish Council** on **Tuesday 5th December 2023** at **7:00pm** to be held at **Judsons Pavilion, DA13 0HX**. Papers have been circulated for items marked with (*)

Yours faithfully

Shaun Fishenden

Shaun Fishenden PSLCC
Clerk and Responsible Financial Officer
Date of Issue: Wednesday 29th November 2023

AGENDA

1. **Apologies for Absence:** To receive and accept apologies
2. **Declarations of Members' Interests:** To receive declarations of pecuniary and non-pecuniary interests for this meeting

CLOSED SESSION

Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, that due to the confidential nature of the next item, the public and press will be asked to leave the meeting

3. **Staffing Review:** To consider the recommendations of the independent staffing review carried out by LGRC (*)
4. **Investigation**
 - 4.1 **Verbal Update:** To receive a verbal report from the Chairman of the Personnel Committee on the progress of the investigation by WorkNest
 - 4.2 **Committee Recommendations:** To consider any recommendations received from the Personnel Committee
5. **Complaint Received:** To consider actions arising from the complaint received from a resident

End of Closed Session

6. **To approve minutes of the previous Full Council meeting:** 21.11.23 (*)
7. **Officer's Report:** To receive a report of items for information from the Clerk, Assistant Clerk and Administrative Officer
8. **Interim Audit 2023/24:** To note the interim audit report received from Mulberry and Co and consider its recommendations (*)

9. **Budget Monitoring for 2023-2024:** To receive a budget monitoring report from the Responsible Financial Officer for the 2023-2024 financial year (*) (to follow)
10. **Council Budget for 2024-2025**
 - 10.1 **Budget for 2024-2025:** To approve a budget for the 2024-2025 financial year (*)
 - 10.2 **Precept for 2024-2025:** To set the precept for the 2024-2025 financial year