

# St Albans Parish Council

Email: [clerk@stalbanpc.org](mailto:clerk@stalbanpc.org) Website: <https://stalbanpc.org>

Councillors,

I hereby give you notice that a meeting of St Albans Parish Council will be held on Tuesday 25 April 2023 commencing 7.15 pm. All members of the Council are summoned, and members of the public and press are welcome to attend.

Prior to the commencement of the meeting there will be a 15 minute period when electors may address the Council.

Please submit apologies to the Clerk.

Lynda Ogilvie  
Locum Clerk  
St Albans Parish Council

18 April 2023

## **AGENDA**

- 362. Apologies for Absence**
- 363. Declarations of Interest – to receive disclosures of pecuniary and non-pecuniary interests pursuant to Section 31 of the Localism Act 2011 from Councillors on matters to be considered at this meeting.**
- 364. To approve the Minutes of the meeting held on 28 February 2023**  
*(The scheduled meeting on 28 March 2023 was inquorate, therefore there are no Minutes from that meeting.)*
- 365. To receive Oral reports from Councillors**
- 366. To consider any Planning applications**
- 367. Clerk Update – outstanding matters**
- 368. Correspondence – if any**
- 369. Finance**
  - a) to approve payments**
  - b) to note budget update**
  - c) approve and sign bank reconciliation statement as at 31<sup>st</sup> March, 2023**
  - d) review and approve fixed asset register as at 31<sup>st</sup> March 2023**
  - e) approve accounts (AGAR format) for the year ended 31<sup>st</sup> March 2023**
  - f) review, amend and approve the variance analysis for the year ended 31<sup>st</sup> March 2023**
  - g) approve sending required documents and information to the Internal Auditor**

- h) any other matters appertaining to finance**
- i) Approval of engaging outside body to undertake Year End PAYE returns, and maintenance of payroll when permanent Clerk is appointed.**

**370. To Consider Resolving that under Section 100 A (4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the basis it would likely disclose exempt information**

**371. To receive information about payments made to the former Clerk after termination of her contract, and to consider options for recovery**

**372. Date of next meeting: 16 May 2023**