

# Utterby Parish Council



30<sup>th</sup> July 2024

NOTICE IS HEREBY GIVEN that there will be an **EXTRA ORDINARY** meeting of Utterby Parish Council, to be held on:

**Tuesday 6<sup>th</sup> August 2024 at 7.15pm**

To be held at Utterby Village Hall, Main Road, Utterby. Councillors are hereby summoned to attend.

Maria Vincent

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## AGENDA

### 1 Record of Members Present and Apologies

To receive and note apologies for absence which have been given to the Parish Clerk prior to the meeting.

**2 To receive any Declarations of Interest on any item on the agenda** - in accordance with the requirements of the Localism Act 2011, and to consider any applications for dispensations in relation to disclosable pecuniary interests.

### 3 Council Matters, Actions and Communications

a) To resolve to move into Closed Session in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed in relation to the following matter: Personnel Panel - Vacancy of Parish Clerk.

b) To consider a change in the regular meeting date of Utterby Parish Council.

### 4 Finance and Budgets

a) Payments - to receive and Resolve to accept payments and to note that two Councillors authorising the payment must check all invoices prior to authorisation, and that the Chair of the meeting must sign the payment schedule.

### 5 Date and time of Next Meeting

To note that the next meeting is September 4<sup>th</sup> 2024 at 7pm in the Village Hall, Utterby.