

SALTHOUSE PARISH COUNCIL

To all members of Salthouse Parish Council. You are summoned to attend the Salthouse Parish Council meeting, which will take place on Monday 14th September 2026 at 7pm at British Columbia Hall.

Jane Phelps, Clerk to Salthouse Parish Council

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

PARISH COUNCIL MEETING AGENDA

- 1. Welcome all attendees.**
- 2. To consider apologies for absence and to confirm that meeting is quorate.** Minimum of 3 councillors must be present for meeting to be quorate. Meeting to be rearranged to alternative date if not quorate.
- 3. To consider for approval the minutes of the Parish Council meeting held on 6th July 2026.** To consider matters arising from the minutes (for information only) not included on the agenda.
- 4. To record declarations of interest from members in any item to be discussed and to consider requests for dispensations.**
- 5. To allow public participation limited to 15 minutes (3 minutes per person)**
- 6. County and District Reports**
To receive any reports/updates from County Councillor and District Councillor
- 7. Planning**
 - 7.1 To receive any planning applications and Decisions
 - 7.2 To receive any applications since the agenda has been published.
- 8. Finance**
 - 8.1 Cashbook and bank reconciliation to be reviewed and signed by the Chair
 - 8.2 To set a meeting date to review finances with Chair and Vicechair with a view to preparing draft budget for financial year 2027/28
 - 8.3 Payments to be approved
 - 8.4 Receipts
 - 8.5 Banking with NS&I – access to accounts to be agreed
 - 8.6 To agree for PAYE tax to be paid by direct debit
- 9. Parish Matters**
 - 9.1 To receive updates on Sports field and Children's Play Area
 - 9.2 Heath Report/Update
 - 9.3 Tender documents for grass cutting to be approved
 - 9.4 New Tenancy documents for allotments to be approved circulation in October with invoices
- 10. Correspondence**
 - 10.1 To agree how Parish Council should respond to a letter of concern over waste on the heath
 - 10.2 To inform Council of letter received from Richard Porter

11. Governance

11.1 To agree and adopt the following policies and documents for publication on the Parish webpages:-
Code of Conduct, and Disciplinary and Grievance Policy

12. Agenda items to suggest for the for the next meeting**13. Date of Next Meeting**

Monday 9th November 2026 at British Columbia Hall at 7pm