



Name: Cllr James Hunt (Mayor)

Date: 10<sup>th</sup> of January 2024

Signed: Original signed

## **Minutes of the Full Council Meeting**

**held in the Council Chamber, Emersons Green Town Council,**

**1900hrs on Thursday 14<sup>th</sup> of December 2023.**

**Present:** Councillors Bobbie Sunderland (Deputy Mayor), Graham Hutter, Tina Potter, Colin Hunt, Rachael Hunt, Simon Budd and Francesca Moore.

**Absent:** None.

**In attendance:** There were no members of staff in attendance.

**Apologies:** Councillors James Hunt (Mayor) and Alka Mehta-Graham.

**Public:** There were no members of the public present.

**Notes:** The meeting began at 1900hrs. All resolutions are passed with a majority vote, by a show of hands, unless otherwise stated.

### **FC\_2023.196 Welcome and Introductions.**

**Minutes:** The Deputy Mayor welcomed everyone present at the meeting and explained the emergency procedures.

### **FC\_2023.197 Declaration of Interest – Localism Act 2011.**

**Minutes:** The Deputy Mayor reminded members of the requirement to declare an interest. No interests were declared.

### **FC\_2023.198 Public Participation.**

**Minutes:** No members of the public were present.

## COUNCIL ADMINISTRATION

### FC\_2023.199 Minutes.

**Motion:** It was proposed, seconded and resolved that:

**Resolved:** The *Minutes of the Full Council meeting held on the 23<sup>rd</sup> of November 2023*, copies having been circulated, be approved as a correct record, and signed by the Deputy Mayor.

**Minutes:** The minutes were signed at the meeting by Cllr Bobbie Sunderland.

### FC\_2023.200 Outstanding items.

To receive an update from the Town Clerk.

**Minutes:** In the absence of the Clerk it was not possible to receive a verbal update.

From papers circulated the draft pack for the Caretaker vacancy and the advert for this post were reviewed. The advert for the First Birthday of the Community Nature Reserve was also reviewed. Councillors approved proceeding with these.

### FC\_2023.201 Applications for Co-option.

- To receive applications from members of the public.
- To invite the applicants to address the Council for a maximum of 5 mins.

**Minutes:** There were no candidates in attendance.

Kelly Allen sent her apologies and would like to defer her application to the Full Council Meeting on the 25th of January 2024.

### FC\_2023.202 Co-option to the vacant positions.

To vote on the co-option of new Councillors.

**Minutes:** No longer required

### FC\_2023.203 Declarations of Office.

For new Councillors to sign and deliver the *Acceptance of Office* forms.

**Minutes:** No longer required

## COMMUNICATION

### FC\_2023.204 Correspondence.

To note official correspondence to the Council, copies having been circulated.

**Minutes:** The Clerk had received correspondence from Emersons Green Village Hall requesting advice and assistance and has responded.

**FINANCE - ROUTINE**

**FC\_2023.205 Bank Reconciliations.**

To review the latest bank reconciliations.

**Minutes:** The Council received the circulated documents, and they were signed by the Deputy Mayor.

**FC\_2023.206 Monthly Payments & Investments.**

To consider that the monthly payments and investments lists, copies having been circulated, be approved, and signed by the Deputy Mayor.

**Minutes:** Members raised questions and discussed the payment for the Alderman's Pendant.

**Motion:** It was moved by Cllr Bobbie Sunderland, supported by Cllr Colin Hunt, and resolved that:

**Resolved:** The monthly payments and investments lists, copies having been circulated, be approved, and signed by the Deputy Mayor excluding item 011.

**Minutes:** The Deputy Mayor signed the payments and investments lists.

**FC\_2023.207 Budget Monitoring.**

- To review the income, expenditure, and earmarked reserves.
- To receive a report on emergency expenditure, copies having been circulated.

**Minutes:** Councillors reviewed the reports. There was no emergency expenditure and there were no questions.

**FC\_2023.208 Budget.**

**Minutes:** The Budget Option A Final V9 is the re-draft of Budget Option A that was discussed in detail at the November Full Council. A spreadsheet was circulated highlighting the adjustments to Budget Option A. Income for CIL receipts had been increased by £11,000. The expenditure budget had increased by £6,000 because of several small adjustments.

**Motion:** It was moved by Cllr Bobbie Sunderland, supported by Cllr Colin Hunt, and resolved that:

**Resolved:** The Council approves the budget and precept for 2024/25, copies having been circulated.

## **DATES & TIMINGS**

### **FC\_2023.209 Next Meeting.**

**Minutes:** The Deputy Mayor announced that the next meeting of the Full Council was scheduled to take place:

**Thursday 25<sup>th</sup> of January 2024 at 1900hrs in the Emersons Green Town Council Chamber.**

The Deputy Mayor concluded the formal business of the meeting at 19.22hrs.