



PARISH COUNCIL OF HAUXLEY

Chair: Cllr D Rutley

Clerk: M Burn

To the Members of Hauxley Parish Council (HPC): 12/08/2024

Dear Councillor,

You are hereby summoned by the Chairman to attend an Extra - Ordinary meeting of the **Parish Council** at **Hauxley Village Hall on Monday 19th August start at 5.00 pm** for the purpose of transacting the following business:-

Malcolm BURN (Clerk)

Agenda

1: Apologies for absence

Notifications from Councillors who are absent

2: Declaration of Interests, and grant of any dispensations

Declarations by Councillors of any interests in matters on the agenda

3: Matters Arising (Chair / Clerk)

3.1 Introduction to the meeting and purpose of the E/O meeting.

4: Co - Option Policy (Clerk)

4.1 To adopt the policy of co-option (Decision Item)

5: Introduction of candidate(s) for Co-Option to the Council (Chair)

5.1 Opportunity to exchange views and ask questions regarding the business of the council and expectations of potential new members. Validation by the clerk. (Decision Item)

6: Banking Issues (Clerk)

6.1 Delays to banking access for the clerk

7: Payroll (Clerk)

7.1 To explain the use of payroll for employees (Decision item)

8: Scribe Accounting (Clerk)

8.1 To debate the use of this software (Decision item)

9: Gravel at Low Hauxley (Clerk)

9.1 To discuss the issue of re surfacing at Low Hauxley (Discussion item)

10: Gardening Services (Clerk)

10.1 To discuss issues and costs relating to gardening matters
(Discussion item)

11: Data Compliance (Clerk)

11.1 To discuss the guidance regarding the use of personal devices and accounts in relation to GDPR. (Decision item)

12: NCC Election Team Updates (Clerk)

12.1 To discuss and collate the updates to information held at NCC elections team.

13: Date of next meeting(s)

HPC meeting Monday 23rd September 18:00 Low Hauxley village hall

(Signed) Malcolm BURN - Clerk to Hauxley Parish Council, 4 Cresswell Home Farm Cottages, NE61 5UL. 07446940355
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