



[www.laxtonpc.org.uk](http://www.laxtonpc.org.uk)

19/11/2025

To: All Members of the Council

You are summoned to attend a meeting of **Laxton Parish Council** that will be held on **Wednesday 26<sup>th</sup> November 2025 at 7pm** to transact the business set out below. The meeting will take place at Laxton Victory Hall, Station Road, Laxton, DN14 7TW. Members of the public and press are welcome to attend and may address the Council during the public participation section.

Yours sincerely

Clerk to the Council

## A G E N D A

1. To receive apologies for absence.
2. To record declarations of interest by any member of the council in respect of the agenda items below.
3. To receive and sign the Minutes of the Parish Council Meeting, held on Wednesday 24 September 2025 as a true and correct record.
4. Public Participation - to temporarily suspend the meeting to receive questions from the public.
5. To agree to reopen the meeting following suspension.
6. To appoint a vice chair.
7. To receive an update on the action log from the Clerk.
8. To receive an update from Ward Councillors.
9. To receive an update from Parish Councillors.
  - i. Feedback from Cllr Watson – Playground Training



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10. To receive an update from Laxton Victory Hall.
11. To discuss the following correspondence:
  - i. ERNLLCA – September Newsletter
  - ii. PWLB – Loan Repayment Notice
  - iii. ERYC – Email Addresses
  - iv. ERNLLCA – Eden Project, the big lunch
  - v. ERNLLCA – Domestic Violence Abuse Partnership meeting slides
  - vi. ERNLLCA – Allotment training
  - vii. ERNLLCA – Notice around memorial maintenance
  - viii. ERNLLCA – October Newsletter
  - ix. Resident – lease agreement
  - x. G H Fillingham – ground maintenance contact
  - xi. Zurich – insurance policy renewal
12. To approve the schedule of accounts for payment.
13. To receive agenda items for the 28<sup>th</sup> January 2026.

## LAXTON PARISH COUNCIL

7pm 24<sup>th</sup> September 2025

**PRESENT:** Councillors Goulden (Chair), Huntley and Watson.

Clerk: Poppy Hunt

74/25 **DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS** – There were no declarations of interest.

75 /25 **MINUTES OF PREVIOUS MEETING – Resolved** – That the minutes of the meeting of the Council held on Tuesday 12<sup>th</sup> August 2025 be confirmed as a correct record and signed by the Chair.

76/25 **PUBLIC PARTICIPATION** – 3 members of the public present, one village hall representative and two to put themselves forward for co-option.

77/25 **CO-OPTION OF PARISH COUNCILLORS – Resolved** – Councillor Gillian Moore and Councillor Harriet Linfoot were successfully co opted by the council and actively participated in the remainder of the meeting.

78 /25 **ACTION LOG – Agreed** – The clerk reported the following to the council:

- To review provision of allotment equipment – it was suggested that the clerk will write to the tenants again and ask if any of them wish to form a allotment committee.
- Councillor email addresses are now set up, however we need to check they comply with GDPR and set up for the two newest councillors.
- Playground committee – awaiting feedback from Cllr Watson from his October training before we discuss.
- Written to resident around whether or not the land near the allotments still needs a lease agreement.

79/25 **WARD COUNCILLOR UPDATE** – No update.

80/25 **PARISH COUNCILLOR UPDATE** – Discussion around fly tipping at the allotments. This has now been removed.

81/25 **VICTORY HALL UPDATE** – A schedule of future events was presented by the Victory Hall for the remainder of 2025 and plans for 2026. The bonfire night grant still to be applied for to help cover costs of training for the Village Hall Committee to continue to carry out events like this in the future. It was asked about bookings of the Victory Hall and the feedback was that the committee have an influx of bookings. The council agreed to donating a Christmas tree, splitting costs with the Bricklayers Arms.

82/25 **CORRESPONDENCE – Resolved** – i) that the following correspondence should be received by the Council:

- i. Dan Goodman – Speedwatch
- ii. ERYC – New Lane road closure
- iii. Electoral Services – confirmation of vacancy
- iv. HRF Solutions – Defib Training Certificates
- v. ERNLLCA – Change of details
- vi. ERNLLCA – Pay scale updates
- vii. PCSO – Surgery conformation
- viii. ERYC – Public transport update
- ix. ERYC – Web issue logged
- x. ERNLLCA – Playground training confirmation
- xi. Virgin Money – confirmation of online banking
- xii. ERNLLCA – Advice on garden lease
- xiii. ERNLLCA – August Newsletter
- xiv. Electoral Services – Confirmation to co opt
- xv. Resident – Interest in Cllr Vacancy

83/25 **TO APPROVE THE SCHEDULE OF ACCOUNTS FOR PAYMENT – Resolved** – The accounts were approved.

84 /25 **TO RECEIVE AGENDA ITEMS FOR THE 26<sup>th</sup> NOV**

- Playground training feedback from Cllr Watson
- Purchase of a Christmas Tree working with the Victory Hall.
- Elect a vice chair.

85/25 **ANY OTHER BUSINESS – Resolved**

- Bulb plating – agreed event date of Saturday 15<sup>th</sup> November to plant daffodils and other bulbs which the council will fund up to a total of £200.

86/25 **DATE AND TIME OF NEXT MEETING - Resolved** – that the date of the next meeting of the Parish Council would be 7pm on the 26<sup>th</sup> November.

**SIGNED:**

**DATE:**

## Laxton Parish Council Action Log

Action	Status	Lead	Update
Check status of the Cotness Footbridge Bridge.	Ongoing	Clerk	ERYC /Landowner update meeting - W/B 21 November 2023. Outcome not yet clear but getting closer.
Check expected repair time of bridge at Skelton footpath.	Ongoing	Clerk	Badger Sett holding up works. 14/10 update - New bridge required, but badger sett underneath the footings and the placement site and so consultation with Natural England required / underway. Clerk asked Kiplin PC whether they have had update.
Review provision of equipment at the Allotment Gardens	Ongoing	Clerk	Clerk to write to tenants - allotment committee.
Councillor Email Addresses	Complete	Clerk	Councillors now have access to their new email addresses.
Convene a playground committee meeting with Councillor Watson as the Parish Council's representative.	Ongoing	Clerk	Cllr Watson to feedback Playground Training from ERNLLCA
Road Slippage	Ongoing	Clerk	Reported to ERYC, who will endeavor to address in 25/26
To finalise lease for land near allotments	Ongoing	Clerk	Land requested to be leased - Clerk to write lease agreement.
Email addresses - new councillors	Ongoing	Clerk	Waiting for feedback from ERNLLCA on .gov.uk addresses.

Complete  
Ongoing

## Laxton Parish Council Correspondence Record

### 16<sup>th</sup> September to 15<sup>th</sup> November 2025

The Clerk will circulate correspondence when considered appropriate. If Councillors would like to see a copy of correspondence that has not be circulated, please notify the Clerk on [clerk@laxtonpc.org.uk](mailto:clerk@laxtonpc.org.uk) or contact 07354601672.

From	Purpose of Correspondence
ERNLLCA	September Newsletter
PWLB	Forwarded Repayment Notice
ERYC	Email Addresses – email in supporting papers
ERNLLCA	Eden Project – the big lunch
ERNLLCA	Slides from Domestic Violence Abuse Partnership meeting
ERNLLCA	Allotment training (4 <sup>th</sup> and 6 <sup>th</sup> November)
ERNLLCA	<p>The East Riding are seeing adverts for cleaning and maintaining memorials that are being engaged by members of the public. On the surface this may not seem problematic, however, the company is not in contact with the Parish or Town council and therefore the council has no insurance details or evidence of them using appropriate cleaning materials or relevant qualifications with regards to headstone repairs. There is also the potential for them to disrupt a burial as they are not scheduling any cleaning or maintenance with the council. In this instance make sure members of your public are aware of your policies and how to report any concerns (loose masonry etc) to the council. A good way to do this is to have signage at your site and promote this on your website and any social media. A simple way to do this might be a QR code to a page with the policies and a link to an online report form.</p>
ERNLLCA	October Newsletter
Resident	Confirming land near allotments to be leased.

G H Fillingham	Grass cutting and maintenance contract
Zurich	Policy Renewal – January for £264 for the year

Laxton Parish Council

Accounts for Payment – OCT / NOV 2025

**Payments made to be noted**

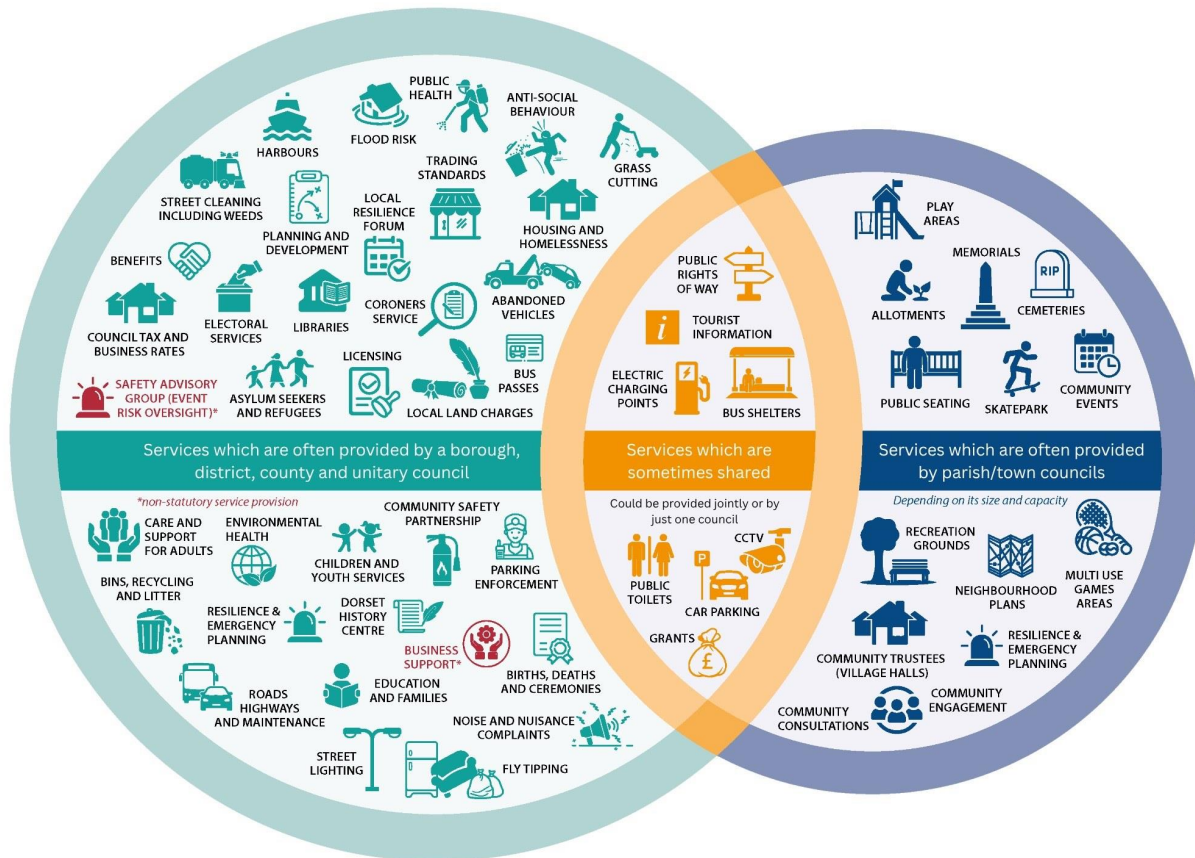
<b>Payee</b>	<b>Details</b>	<b>Total £</b>
Andrew Bradburn	Gardening	75
PWL	Loan	1,570.72
Brian Clarke	Expenses	30.40
Gathered at Dusk	Bulbs	144.99
Tesco Mobile	Clerk Contract	13
ERYC	Street Lighting	174.02

**Receipts to be noted**

<b>Payee</b>	<b>Details</b>	<b>Total £</b>
ERYC	Precept	3864.17
HMRC	VAT 24/25	274.07

**Payments to be Authorised**

<b>Payee</b>	<b>Details</b>	<b>Total £</b>
Poppy Hunt	Oct and Nov	218
HMRC	Oct and Nov	54.8



# September 2025 Newsletter

Society of Local Council Clerks (SLCC) – East Riding and Northern Lincolnshire Branch

If you are a Clerk and a member of SLCC, did you know that you can join your local branch.

The local branch in the ERNLLCA area is the East Riding and Northern Lincolnshire Branch.

If you are not a member, you can still come along to a couple of our get togethers to find out more, meeting fellow Clerks and staff from the ERNLLCA area.

The role of the branch is to support and serve SLCC members in the area but also to network and work together on common issues, seek professional development and put the world to rights!

The branch is working on a programme of meetings – with an online meeting currently planned for 1st October as a catch up amongst members.

Following on from this will be the joint ERNLLCA and SLCC Christmas event on the 4th December 2025 at Lazaat Hotel.

Gordon Scaife (Town Clerk at Pocklington) is the Branch Secretary and can be contacted at the email address [eastriding@slcc.co.uk](mailto:eastriding@slcc.co.uk) so please get in touch for more information and look out for news coming your way soon.

## ERNLLCA membership Survey



We have decided to do a quick membership survey. In a nutshell we want to find out what you think about a few key things. What is going well and where we can improve.

The survey is anonymous, so if you want to hear back from us on a specific email please email the office.

Please take a moment today to complete our [membership survey](#).

## All about allotments



Allotments are more than just patches of soil, they are great for communities, mental health and wellbeing, as well as helping achieve biodiversity targets. Having said that they do require careful management, including the all-important health and safety aspects.

### **What to consider if you are creating a new allotment?**

There is so much to consider for example:

- Is there good soil with adequate drainage?
- Are there places to park or public transport access?
- Is there enough room for both plots and wide access pathways for wheelbarrows?
- Is there potential for accessible plots such as movable raised plots?

### **What management do allotments require?**

The council will need to provide a risk assessment for the site and review this annually. This will include a robust process for regular checks of the site and management of those records. There are software solutions that can help with this.

Regular inspection and clear records will not only meet insurance requirements but inform the council of any steps they need to take to mitigate risks as well as where they have identified plots that need improvement.

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### *What management do allotments require?*

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Checks should look at issues such as:

- Cultivation – weed control, mulching
- Chemical safety – provide guidance on chemical safety and limit their use
- Fire safety – ban open fires unless there are designated areas where sand and fire extinguishers are provided
- Structures – sheds, greenhouse and polytunnels are safe and well maintained (if approved)
- Paths and access – clear and free of trip hazards
- Tree management – that trees are pruned and do not exceed permitted height
- Water points – safe and hygienic (if available)
- Waste – that there are no prohibited items, plots are tidy and free of excess waste and composting is being managed properly.
- Wildlife – Cockerels and other prohibited animals are not present, and birds are registered with DEFRA.

#### **What other considerations are there?**

- Will there be an allotment association?
- How will communications about the site be handled?
- What is the process for dealing with disputes and complaints?
- Are tenancy agreements signed and adhered to?

#### **The National Allotment Society**

ERNLLCA recommend that if you provide allotments that you register with [The National Allotment Society](#) as providers of advice and guidance. They offer free initial legal advice and free allotmentee's liability insurance, plus newsletters and gardening advice. Additionally support and templates for local councils to help you manage your allotment. The cost is currently £70 plus VAT for the year.

#### **Training**

Yorkshire Local Councils Association are providing allotment training, please use the links to book directly and email [admin@yorkshirelca.gov.uk](mailto:admin@yorkshirelca.gov.uk) to confirm your booking and address for invoices to be sent to you directly.

- **Health and Safety on Allotments, Tyler Harris, Legal Adviser, National Allotment Society (NAS)**

Cost: £27.40

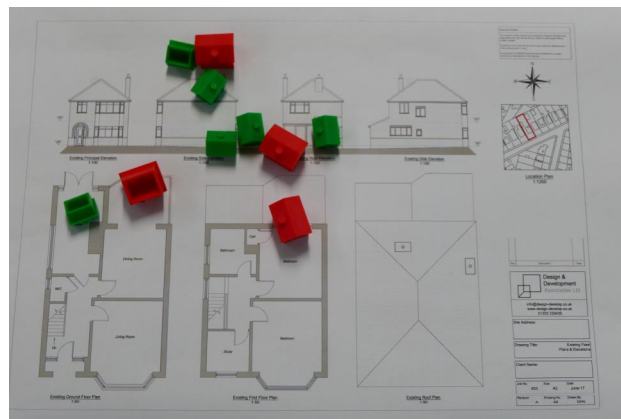
[Tuesday 4 November](#), 10.00am to 11.30am

- **Allotment Management, Tyler Harris, Legal Adviser, National Allotment Association (NAS)**

Cost: £27.40

[Thursday 6 November](#), 10.00am to 11.30am

## Lease agreements and land



Recently an issue was raised with us of a lease agreement that had expired several decades ago. It appears that there has been no new agreement in place since then. Unfortunately, when things like this happen it can create a lot of uncertainty and extra work.

Common activities which involve leases and tenancy agreements include allotments, community halls, sports fields, or commercial units. These legal documents define relationships and responsibilities. Often, long-term leases can be filed away and forgotten —until a question is asked or something goes wrong.

Timely reviews are essential for legal compliance, financial health, and trust. It is worthwhile creating a list of lease and tenancy agreements, alongside relevant documentation and expiry dates.

### What should your council do?

- Know exactly what you own and lease – keep all relevant documents in a safe and tidy place
- Consider if action is required to register Land Registry [HM Land Registry - GOV.UK](#)
- Be clear on what the council is responsible for (and not responsible for)

- Understand rules around charity trustee and charity custodian and the responsibilities and governance of these roles.
- Engage legal advisors to draw up leases, this is important for complex or high value matters

## Digital Inclusion Survey 2025

The survey aims to capture people’s real experiences with internet access, devices, and digital skills. For many, being online is essential for work, healthcare, education, and staying connected. But for others, barriers such as cost, lack of confidence, or poor connectivity continue to get in the way.

By encouraging your group members, clients, and service users to complete the survey, you’ll be helping to:

- Identify the barriers people face when it comes to being online
- Highlight the types of support that are most needed locally
- Shape future services and opportunities that promote digital inclusion

The survey is short, simple, and completely anonymous.

👉 **Access the survey here:** <https://www.smartsurvey.co.uk/s/Digital-Inclusion-Survey-2025/>

### How you can help

- Share the survey link in your newsletters, social media, or WhatsApp groups
- Encourage anyone who struggles with digital access to complete it, with support if needed
- Display or circulate the survey at your centre, events, or community activities

Together we can help bridge the digital divide and ensure that no one in our community is left behind.

Thank you for your support! Community VISION (Voluntary Infrastructure Support Involving Organisation and Networks)



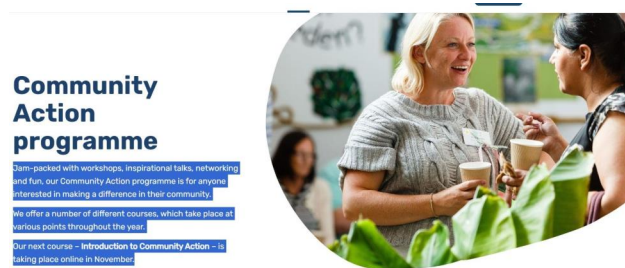
[Download a printable poster](#)

## Community Action Programme

The Eden project recently attended our AGM. Their session was well received. They have asked us to share some information with member councils.

The Eden Project is offering workshops, inspirational talks, networking and fun as part of their community action programme for anyone interested in making a difference in their community.

Visit the following link to find out more [Community Action programme - Eden Project communities](#)



Dear Colleagues

During the recent Parish Council meet and greet event in September 2025, we had the pleasure of speaking with many Parish Council members and Clerks about the IT support services we can offer. Most conversations focused on support and training for Parish Clerks, as well as assistance with websites and new M365 domains, particularly helping Clerks secure the much needed **.gov.uk** domain.

Since the event, we've been working with our suppliers to find the most cost-effective way for Parish Councils to meet these domain requirements. We're currently waiting for confirmation on whether we can access discounted pricing through the charity/non-profit pathway, though further clarification is still needed. In the meantime, we're also sourcing the best possible pricing for M365 licensing to ensure each Parish Council can access the appropriate domain setup.

Once we have the final details and pricing model, we'll be in touch with each Parish Council Clerk to share the information along with a brief overview of the IT Support Services and training we can offer.

I look forward to sharing this information with you shortly.

Kindest regards

Sue

**Sue Bottomley**  
ICT Team Leader (Schools)  
(01482) 394472



eden  
project



communities

**Healthy People, Healthy Planet**

**A thriving planet where people and communities care about nature, each other and the places where they live**

**Our Purpose**

**To bring people together and explore the power of community to shape a brighter future for people and the planet**

# Our Toolkit

We design and deliver ideas and interventions that engage and excite ordinary people into taking small steps that make a big difference



**The Big Lunch**  
The UK's national celebration for neighbours & communities, sharing friendship food and fun annually on the first weekend in June



**Month of Community**  
Good causes come together to celebrate community & encourage action annually throughout June



**Community Courses**  
Building the skills & confidence of people across the UK in community action so more good stuff happens



**The Network**  
Supporting people, organisations & groups to build relationships & work together at a community level

# The Big Lunch and Month of Community impact



The Big Lunch Participation  
**10.5 million**



MADE POSSIBLE BY



PARTNERED BY



Month of Community Participation  
**11.1 million**

(excl TBL)



# The Big Impact

BRINGS US CLOSER  
→ TOGETHER ←

8 IN 10 

people aware of **THE BIG LUNCH** feel it helps communities feel more inclusive for everyone. **Since attending...**

82%

feel they belong more in their community and...

85%

feel they have a better understanding of people who come from different backgrounds.

EASY WAY TO FUNDRAISE

A WHOPPING £112M

£

has been raised for charitable causes at **BIG LUNCHESES** since 2015 – with most going to support local projects!



eden  
project

Pears  
Foundation

# The Big Impact

## BOOSTS WELLBEING

**82%** report a positive effect on their mental health, with...

**7.1M** attendees saying **THE BIG LUNCH** helped them feel less lonely and...

**7.7M** meeting new people they would like to stay in touch with.

## CONNECTS PEOPLE TO NATURE

**85%** say they intend to make changes to their lifestyle in order to protect nature and the environment after participating in **THE BIG LUNCH**.

## SPARKS COMMUNITY ACTION

**613,000**

people volunteered their time to help organise **BIG LUNCHES**.

**82%** of attendees felt inspired to get more involved in voluntary activities.

**7.6M** said they were more likely to take part in other community events.

# Long-term impact of The Big Lunch

*Since participating in previous years' Big Lunch activities ...*

- **69%** of participants said they have **worked together with people** in their community to **make improvements** to their neighbourhood
- **64%** said they have **participated more often** in **volunteering activities** in their local area
- **65%** said they their **community** is now **more important to them** than before
- **62%** said they **participate more often** in **local decision making**





# SIGN UP FOR A FREE BIG LUNCH PACK

TO RECEIVE ALL OF THIS (AND MORE!)



Ready made packs, pick up & go;

- Bunting templates
- Invitations
- Posters
- Nature & community based quizzes and activities
- Conversation starters for tables
- Party hat templates
- Food label **templates**

Sign up for your free planning pack

[TheBigLunch.com](http://TheBigLunch.com)



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<https://www.edenprojectcommunities.com/month-of-community>

# Month of Community



- The Big Lunch
- The Big help out
- Neighbourhood Watch Week
- Volunteers Week
- Great Big Green Week
- Have A Grow
- Loneliness Awareness Week
- The Great Get Together
- Carers Week
- Small Charity Week
- Windrush day
- Refugee Week
- Care Home Open Week

<https://www.edenprojectcommunities.com/month-of-community>

# Impact of The Big Lunch and Month of Community

*Having participated in Big Lunch activities or the Month of Community ...*

- **76%** of participants said they feel like they **belong more** in their community
- **78%** said they feel a **stronger sense of community**
- **74%** of participants said they feel **more connected** to their community
- **80%** said they have a **better understanding of people** in their community who come from **different backgrounds**
- **71%** said they feel **less lonely**
- **69%** said they **feel safer** in their community



# Introduction to Community Action course

Our next course – Introduction to Community Action – is taking place online in November.

The course sessions will happen on:

**Tuesday 11 November, 6.30pm to 8.30pm**

**Tuesday 18 November, 6.30pm to 8.30pm**

**Tuesday 25 November, 6.30pm to 8.30pm**

Applications for this course will open soon.  
Find out more and where to apply ►

<https://www.edenprojectcommunities.com/events/community-action-programme>



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**Thank You**



# October 2025 Newsletter

Conference 2025





Thank you to everyone who joined us at Lazaat for the 2025 ERNLLCA Conference. The event was a great success, showcasing how parish councils can meet their biodiversity duty through inspiring presentations from the Humber Nature Partnership, Lincolnshire Wildlife Trust, and Woodland Trust. We also explored how to secure grant funding to support these vital projects.

Under the Environment Act 2021, all councils have a statutory duty to consider how they conserve and enhance biodiversity. Councils should have made their first considerations by 1st January 2024. If your council hasn't yet done so, it's essential to prioritise this as an agenda item. To support you, we've included links below to a biodiversity policy template, action plan, and local nature recovery strategies.

Biodiversity awareness also plays a key role in planning. The principle of *Biodiversity Net Gain* means developments must leave biodiversity in a measurably better state by at least 10%. Understanding these planning requirements helps councils assess applications not only on material considerations but also on their environmental impact.

Parish councils are well-placed to lead the way in engaging communities. Many have already taken action by creating wildlife corridors, planting native species, and supporting pollinator-friendly spaces. Success depends on involving residents, schools, and voluntary groups. By fostering collaboration, raising awareness, and encouraging participation, councils can protect and enhance the natural environment while building stronger, more connected communities.

[Biodiversity policy G-1.docx](#)

[Biodiversity Action Plan Template G -2.docx](#)

[Biodiversity Action Plan Support G-3.docx](#)

[East Riding Local Nature Recovery Strategy](#)

[Greater Lincolnshire Local Nature Recovery Strategy](#)

[Biodiversity Net Gain and the requirements](#) – Planning

## Sustainability and saving money can go hand in hand

*Most of us are looking at ways to become more sustainable, but often it is hard knowing where to start and you may feel like you've not got the funds to tackle these issues. Utility Aid's latest blog demonstrates the small changes you can make today that will start you on your journey to a sustainable future whilst also leading to savings in the long run.*

[Read Utility Aid's latest blog](#) 💡

If you would like to speak to Utility Aid, use the following [contact form](#) and reach out today!

## Training Opportunities

### First Aid at Work (lunch included)



This 6 contact hour course meets the requirements for an Emergency First Aider as specified in the Health and Safety (First Aid) Regulations 1981 and is valid for three years

Insight into Health and Safety (First Aid) Regulations

Managing an incident

Priorities of First Aid

Resuscitation

Blood loss

Treatment of an unconscious casualty

Treatment of shock

General discussion on common workplace injuries

Treatment of Choking

**Date**

14/11/2025

9:00 am - 4:00 pm

**Location**

Hessle Town Hall, South Lane, HU13 ORR

**Cost**

£90 plus VAT including lunch

Book your place [First Aid at Work \(lunch included\) | ERNLLCA](#) – you must be logged in to book

## Clerk Induction

Becoming a parish or town council Clerk often involves a steep learning curve. It can be particularly daunting for those people from outside the local council sector.

We have developed two free and friendly sessions to help new Clerk's to understand their roles, responsibilities, and functions.

In this first session we will specifically focus on:

- What parish and town councils are and what they do
- The role of councillors
- The role of the Chair
- The role of the Clerk
- The statutory position of Proper Officer and RFO

This session is designed specifically for new Clerks. While the training is open to everyone those new to the sector are likely to gain the most from it.

19/11/2025

6:30 pm - 9:00 pm

[Clerk Induction Part 1 | ERNLLCA](#) – login to the website to book

**Clerk Induction Part 2**

In this second session we will specifically focus on:

- The duties and powers of a local council

- Meeting summons and agendas
- Core documents
- Effective decision making
- Minute taking, approval and retention

**Date**

26/11/2025

6:30 pm - 9:00 pm

[Clerk Induction Part 2 | ERNLLCA](#)

## Clerks Xmas training & SLCC AGM event

Welcome to all Clerks and officers to join us at this joint SLCC and ERNLLCA event. Come and meet with colleagues at our festive training & AGM event.

The day will cover a training topic provided by ERNLLCA, a short introduction to our sponsor [eibe play ltd](#), three course Christmas lunch followed by the SLCC AGM and time for networking with colleagues.

**Date**

04/12/2025

10:00 am - 2:30 pm

**Location**

Lazaat Hotel, Woodhill Way, Cottingham, East Yorkshire, HU16 5SX

**Cost**

£25.00 plus VAT

Book your place [Clerks Xmas training & SLCC AGM event | ERNLLCA](#) – you must log in to book and also complete menu choices.

## Finance Training

ERNLLCA recommend that councillors undertake the finance for councillors course as a minimum to understand their duties with regards to finances. We also recommend new clerks take the opportunity to attend the new clerks finance course.

Course are charged at £20 plus VAT for electorate under 2000 and £30 plus VAT for those with electorate over 2000. Please ignore the £35 on course booking.

## Finance

Please use [Bookwhen site](#) to see all available courses and book.

### Procurement

- 27 November at 10am
- 29 January at 10am
- 24 February at 10am

### VAT Partial Exemption

- 22 January at 10am

### Introduction to VAT

- 11 November at 10am
- 4 December at 10am
- 20 January at 10am
- 26 February at 10am

### Budgeting

- 14 October at 10am
- 6 November at 10am

### **Finance for Councillors**

- 4 November at 6.30pm
- 25 November at 10am
- 11 December at 10am
- 29 January at 6.30pm

### **Internal Controls**

- 10 December at 10am
- 28 January at 10am

### **New Clerks' Finance**

- 4 November at 10am
- 16 December at 10am
- 27 January at 10am

## The Role of Internal Audit

- 19 November at 10am