

# Spelsbury Parish Council

Dean Ditchley Spelsbury Taston

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Council members are hereby summoned to attend the Parish Council Meeting on Tuesday 03 March 2020 at 7.30 pm, at Spelsbury Memorial Hall. Please inform the Clerk if you are unable to attend.

*A Ogilvie*

Anne Ogilvie - Spelsbury Parish Clerk

25 February 2020

## Agenda

1. Receive apologies for absence
2. Approve and sign minutes of meeting on 07 January 2020
3. Receive declarations of interest from Members
4. Public participation
5. Reports from County and District Councillors
6. Receive and comment on Clerk's report – appendix A
7. Planning
  - a. 19/03544/HHD – Erection of two storey extension and detached garage with studio above, Thorsbrook, Taston – to note response sent by council
  - b. Any planning applications received before date of meeting
  - c. Update of previous planning applications
8. Correspondence received – appendix B
9. Business items
  - a. Website accessibility – to receive update regarding pricing from Cllr Datson, and agree action
  - b. Playground inspection – to agree for Clerk to arrange annual playground inspection
  - c. Funding requests – to consider funding requests received – appendix C
  - d. 2020 Annual Parish Meeting – to finalise date and to agree actions required to prepare for meeting
  - e. Spelsbury vegetation maintenance – to discuss options for new maintenance contract and agree actions
  - f. Parish Council Election May 2020 – to note important dates relating to the Parish Council election on 07 May 2020, and dissemination of information to prospective nominees, and agree any further actions required
  - g. Catsham Lane road closure – to note road closure on Catsham Lane from 27 April to 07 May, from 8am to 4.30 pm daily
  - h. WODC Green Waste Collection – to note that the residents need to book their Green Waste Collection before April, for collections from April
  - i. Climate Emergency – to discuss options available to the council and agree actions
  - j. Replacement noticeboard for Ditchley – to note report from Clerk and agree action – appendix D
  - k. VE/Hall Centenary Event – to receive update
  - l. Website – to discuss arrangements for the management of the council website from May and agree actions

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- m. Training – to approve Clerk attendance at OALC training – Information Management and Social Media
  - n. Litter Picking – to agree to arrange and Litter Picking event and agree actions
  - o. Banking – to note report from Clerk, to agree to move current and savings account to Unity Trust Bank, and to agree signatories for bank account – appendix E
  - p. Council email communication – to discuss methods for improving response time from council to Clerk emails
  - q. Litter and recycling issues – to discuss ongoing litter and recycling issues and agree actions
10. Finance
- a. To approve current expenditure – appendix F
  - b. To approve Council administration costs – appendix G
  - c. To instruct bank signatories to sign approved payments
  - d. Update of current status of bank accounts – appendix H
  - e. To approve current year budget update - appendix I
  - f. To approve bank reconciliation – appendix J
  - g. To approve finance update – appendix K
  - h. To note VAT reclaim to 31/12/19 - £229.80
11. Items for information only
12. Next meeting – Date to be agreed
13. To resolve to move into a Confidential Session - that pursuant to the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.
14. Clerk salary - to review Clerk salary following annual appraisal