Council members are hereby summoned to attend the Parish Council Meeting on Tuesday 11 January 2022 at 7.30 pm, at Spelsbury Memorial Hall.  
  
Please inform the Clerk if you are unable to attend.

Anne Ogilvie

Anne Ogilvie - Spelsbury Parish Clerk

05 January 2022

Recording of meeting: Please be aware that the meeting may be recorded by the Council or others, and no permissions are required for this, pursuant to the Openness of Local Government Bodies Regulations 2014, amending the Public Bodies (Admission to Meetings) Act 1960

All COVID-19 guidelines must be adhered to by all attending the meeting.

1. Masks to be worn in the building unless exempt.
2. Hand sanitiser to be used.
3. Attendees must sign in for Test and Trace.

Attendees are asked to read the Parish Council’s COVID-19 risk assessment (available on the website).

Maximum room capacity for members of the public is 11.

**Agenda**

1. Welcome by the Chairman
2. To receive apologies for absence
3. To approve and sign the minutes of the meeting on 02 November 2021
4. To receive declarations of interest from Members regarding items on the agenda
5. Public participation – to allow members of the public/press to comment on any item on the agenda, bring any matter to the attention of the Council, or request the inclusion of an item on a future agenda. In accordance with Standing Orders, this will not exceed 20 minutes in total and 2 minutes per person.
6. To receive reports from County and District Councillors
7. To receive and comment on Clerk’s report
8. Planning and enforcement
   1. Any planning applications received before date of meeting
   2. Update of previous planning applications and enforcement actions
9. Business items
   1. To receive update of Climate Emergency community activities report and agree actions
   2. To receive update of Parish Plan working group and agree actions
   3. To consider undertaking activities for the Queen’s Platinum Jubilee
   4. To review and approve the Grants and Donations Policy
   5. To review and approve the Business Continuity Policy
   6. To review and approve the Community Engagement Policy
   7. To review and approve the Term of Office of Chairman Policy
   8. To consider Clerk training request
10. Finance

a. To ratify expenditure since last meeting

b. To approve current expenditure

c. To instruct bank signatories to sign approved payments or process approved payments as appropriate

d. To note monies received

e To receive update of current status of bank accounts

f. To approve current year budget update

g. To approve bank reconciliation

h. To approve finance update

1. To receive items for information only
2. To receive requests for motions for the next agenda, and to note that motions and background papers (including quotations) for the next agenda must be received by the Clerk at least one week before the next meeting
3. Next meeting – to note date, time and venue of next meeting