

Spelsbury Parish Council

Dean Ditchley Spelsbury Taston

Council members are hereby summoned to attend the Parish Council Meeting on Tuesday 01 March 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

24 February 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

Agenda

1. To elect a Chairman
2. Welcome by the Chairman
3. To receive apologies for absence
4. To approve and sign the minutes of the meeting on 11 January 2022
5. To note that a councillor vacancy has arisen and receive update of vacancy process from the Clerk
6. To receive declarations of interest from Members regarding items on the agenda
7. 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.
8. To receive reports from County and District Councillors
9. To receive and comment on Clerk's report
10. Planning and enforcement
 - a. 22/00325FUL – Upgrade to existing vehicular access from unnamed road to Salt Way Barn – Saltway Barn Hill Farm, Taston – comment by 03 March 2022
 - b. Any planning applications received before date of meeting
 - c. Update of previous planning applications and enforcement actions
11. Business items
 - a. To receive update of Climate Emergency community activities report and agree actions
 - b. To receive update of Parish Plan working group and agree actions
 - c. To receive update from Cllr Leyland regarding Platinum Jubilee Celebrations
 - d. To consider organising a Litter Picking Day
 - e. To consider representatives for the Town and Parish Forum on 17 March 2022
 - f. To consider quotations for Speed Indication Devices and agree actions
 - g. To consider a response to the Government consultation on the Landscapes Review

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- h. To review the effectiveness of the 2020-2021 internal audit
 - i. To review the parish maintenance contracts and agree actions
 - j. To approve the Clerk to arrange the annual independent playground safety inspection
 - k. To consider training requests
 - l. To consider date and format for the Annual Parish Meeting
12. 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 virement schedule
 - h. To approve earmarked reserves
 - i. To approve bank reconciliation
 - j. To approve finance update
13. Administration
- a. To review and approve the High Consequence Infectious Disease Policy
 - b. To review and approve the Freedom of Information Scheme
 - c. To review and approve the Press and Media Policy
 - d. To review and approve the Co-option Policy
 - e. To review and approve the Staff Recruitment and Retention Policy
 - f. To review and approve the Expenses Policy
 - g. To review and approve the Reserves Policy
 - h. To review and approve the Gift and Hospitality Register Guidelines
 - i. To agree date and arrangements for staff appraisal and pay review
 - j. To review and approve the asset register
14. To receive items for information only
15. 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
16. Next meeting – to note date, time and venue of next meeting