

WEST HADDON PARISH COUNCIL

EXECUTIVE OFFICER: Mrs Gill Wells

Email: executiveofficer@westhaddonparishcouncil.gov.uk

You are summoned to attend the **Full Council Meeting** which will be held in the Baptist Chapel School Room, Guilsborough Road, West Haddon, Tuesday 4th February 2020. 7.30pm. Press and Public Welcome.

Gill Wells

29th January 2020

Item No.	<u>OPENING PROCEDURES</u>
19/366	REPORTS FROM POLICE, DDC & NCC REPRESENTATIVES IN VERBAL OR WRITTEN FORMAT (15 minutes maximum).
19/367	PUBLIC SESSION – Members of the Public are invited to address the meeting on agenda items only (15 minutes maximum). Please note it is unlawful to make decisions under this item.
19/368	APOLOGIES – Motion required to accept apologies and reasons for absence.
19/369	DECLARATION OF INTERESTS under the localism act 2011 and the relevant authorities (DPI) regulations 2012.
19/370	REQUESTS FOR DISPENSATIONS to be received in writing by the Clerk. The Council are asked to consider requests for dispensation.
19/371	MOTION TO RECEIVE AND APPROVE THE MINUTES OF THE ORDINARY COUNCIL MEETING – 7 th January 2020.
19/372	MATTERS ARISING – Members or Officers are asked to raise queries / issues relating to decisions made at the previous meeting 7 th January 2020 – please note no decisions can be made under this item.
Item No.	<u>GOVERNANCE MATTERS</u>
19/373	SCHEME OF DELEGATION – To approve a scheme of delegation for the Executive Officer.
19/374	WEST HADDON EMERGENCY PLAN – To consider and approve the preparation of an emergency plan for the community and contents to be included.
19/375	WEST HADDON PARISH COUNCIL BUSINESS PLAN / VISION STATEMENT – To consider and approve the preparation of a business plan / vision statement for the Council and community 2020 – 2025 and contents to be included.
19/376	CLUSTER MEETING – To approve details of the meeting and attendance.
19/377	PARISH COUNCIL SURGERY – Report and Update pertaining to The Good Neighbour Scheme and consideration for future events.
Item No.	<u>PLANNING, NEIGHBOURHOOD DEVELOPMENT & HIGHWAYS</u> – Plans can be viewed on the website - www.daventrydc.gov.uk/vds
19/378	DA/2019/1022 – 3 Nursery Close – Notification that the planning application has been approved.
19/379	DA/2019/1096 – The Mower Shop, Northampton Road – Planning application to be considered for works to trees on site.
19/380	PLANNING POLICY – SETTLEMENTS AND COUNTRYSIDE LOCAL PLAN (PART 2) DAVENTRY DISTRICT 2011-2029 – INSPECTORS REPORT RECEIVED.
19/381	SECONDARY SCHOOLS ALLOCATION – HOULTON.
Item No.	<u>FINANCE & HUMAN RESOURCES</u>
19/382	MOTION:- DUE TO THE NATURE OF THE FOLLOWING ITEMS 19/383 & 19/384, TO RESOLVE TO REMOVE MEMBERS OF THE PUBLIC AND PRESS FROM THE MEETING (Public Admission to Meetings Act 1960).
19/383	TO RECEIVE A REPORT FROM MEMBERS OF THE FINANCE & HUMAN RESOURCES COMMITTEE IN RELATION TO THE EXECUTIVE OFFICERS APPRAISAL AND REVIEW.
19/384	NEWSLETTER DELIVERY – To consider the delivery of the newsletter.
19/385	BANK RECONCILIATION & FINANCE REVIEW:- <ul style="list-style-type: none"> To receive and consider the latest detailed bank reconciliation & finance review (Budget versus expenditure) which is to be approved and signed by the Chair of the Council in accordance with the Councils internal control policy and procedure.
31/12/2019	Current
Current A/C	£83,261.47
Reserve A/C	£8,374.26

Unity A/C	£16,411.34
Still to be banked	£0.00
Unpresented Cheques	-£688.40
31/12/2019	£107,358.67
19/386	INVOICES FOR PAYMENT - To consider and approve the list of invoices received for payment, and the methods of payment.
19/387	S137 - WASSAIL GRANT – To consider a request to increase the sum formerly approved from 50% (£387.60) to £500 for the event.
19/388	S137 - JUNIOR FOOTBALL GRANT – To consider a response to queries previously raised January 2020 in relation to application received.
19/389	S137 - TENNIS CLUB GRANT – To consider a response to queries raised by the Council December 2020 in relation to application received.
19/390	GRASS CUTTING TENDERS – To consider and approve revised grass cutting tenders received for village grass cutting and playing fields, from the preferred contractor.
19/391	VILLAGE CLOCK MAINTENANCE CONTRACT – To receive notification that a 3 year contract has been approved for the servicing of the Church and Alms House clock.
19/392	NOTICEBOARD – OUTDOOR GYM EQUIPMENT – To consider the purchase and cost associated with installing a noticeboard on the playing fields.
19/393	LITTER PICKING OUTSIDE VILLAGE CONFINES – Volunteering, risks and issues for Parish Council.
19/394	PROJECT / TASK MANAGER REPORT.
Item No.	<u>COMMUNICATION & EVENTS</u>
19/395	REPORT FROM COMMUNICATIONS & EVENTS COMMITTEE 21 ST JANUARY 2020.
19/396	VE DAY COMMEMORATION EVENT MAY 2020 – To receive an update on the event preparations.
Item No.	<u>FACILITIES & ASSET MANAGEMENT</u>
19/397	TO RECEIVE A VERBAL REPORT FROM THE FACILITIES & ASSET MANAGEMENT COMMITTEE.
19/398	PAVILION DEVELOPMENT – To consider updates and approve any requirements from the architect regarding next actions e.g. building regulations; tender preparation and consideration – including noting the requirement to upload the tender to Contracts Finder.
19/399	SPORTS CLUB LICENCES – To consider next actions with regard the sports clubs licence for use of sports pitches and pavilion and rules / regulations required when works are carried out to the facilities and land.
19/400	SPORT CLUBS FUND RAISING EVENTS – To consider a request for the use of pavilion and playing fields for the purposes of a Beer Festival; to agree terms and conditions for fund raising events and fees / costs associated with.
19/401	JUNIOR FOOTBALL CLUB – To approve commencement of works following receipt of documentation from contractors regarding the proposed works to construct a toilet and changing facility on the playing fields. To consider works to rectify hedgerow.
Item No.	<u>SPECIFIC AGENDA ITEMS / CONSULTATIONS / TRAINING FOR DISCUSSION AND CONSIDERATION</u>
19/402	VILLAGE TIME CAPSULE.
19/403	NCC CONSULTATION WITH CARERS.
Item No.	<u>CLOSING PROCEDURES</u>
19/404	EVENTS:- <ul style="list-style-type: none"> • SLCC CONFERENCE – 26TH & 27TH FEBRUARY 2020 - EXECUTIVE OFFICER ATTENDING; • PC NETWORKING EVENT – NACRE – 25TH FEBRUARY 2020 – EXECUTIVE OFFICER ATTENDING; • FUNDING AWARENESS & BID WRITING TRAINING – 12TH MARCH 2020 – EXECUTIVE OFFICER ATTENDING.
19/405	NEWSLETTER – Members are asked to forward ideas for inclusion in the next edition of the Newsletter.
19/406	ITEMS FOR THE NEXT FULL COUNCIL MEETING – Members are asked to notify the Clerk of items they wish to be included on the next agenda.
18/407	DATES OF NEXT MEETINGS:- N.B. Dates will be confirmed once agendas are issued and are dependent on meeting venue hire.

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| | <ul style="list-style-type: none">• Assets & Facilities Management Committee – 11th February 2020;• Cluster Meeting – provisional date 18th February 2020.• Parish Council Surgery – 19th February 2020.• Finance & Human Resources Committee – 25th February 2020 |
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