

To Norton & Lenchwick Parish Councillors: You are duly summoned to attend the Norton & Lenchwick Parish Council meetings at the Village Hall on the 06th July 2017 at 7.30pm

Agenda

- 1. **Apologies.**
To receive apologies and to approve the reason for absence.
- 2. **Declaration of Interest.**
 - A) Councillors are reminded of the need to update their register of interests.
 - B) To declare any disclosable pecuniary interests in items on the agenda and their nature.
 - C) To declare any other disclosable interests in items on the agenda and their nature.
 - D) Written requests for the council to grant a dispensation (S33 of the Localism Act 2011) are to be with the clerk at least four clear days prior to a meeting. Councillors that have declared a Disclosable Pecuniary Interest, or other Disclosable Interest which falls within the terms of paragraph 12(4) (b) of the code of conduct, must leave the room for the relevant items.
- 3. **The Meeting will adjourn for public question time.**
The time allocated is at the discretion of the council/chairman. Residents are invited to give their views and question the parish council on issues on this agenda, or raise issues for future consideration at the discretion of the chairman. Members of the public may not take part in the parish council meeting itself. This period is not part of the formal meeting: brief notes will be appended to the minutes as an aide memoire.
- 4. **Minutes**
To consider the approval of the minutes of the Council Meeting held on 11th May 2017 and the extraordinary meeting of 22 May 2017
- 5. **District / County Councillors Reports**
- 6. **Chairman's Report**
- 7. **Field Path Officers Report**
 - A) Summary of meeting of Cllr. Leonard with footpath warden
 - B) Does the council wish to consider stimmer training for the path warden to allow him to continue to clear the footpaths as required
- 8. **Lengthsman's Report**
- 9. **Finance & Policy**
 - A) Update on external audit
 - B) Does the council accept the financial regulations as adopted 14 May 2015
 - C) Does the council accept the asset list dated 31 March 2017

- 10. **Community Outreach and P.A.C.T reports**

- A) Per recommendations of the Speeding Consultation; Does the council wish to consider the purchase the highways furniture as outlined by Cllr. Battersby as allowed by WCC Highways?
- B) Report on the meeting with Cropthorne PC

- 11. **New items**

- A) Does the council accept the standing orders as adopted May 2015
- B) Does the council accept the freedom of information policy
- C) Does the Council agree to continue affiliation with CALC and NALC
- D) Does the council agree to continue Delegation of Authority to the Clerk as per the financial regulations, with the power to spend up to £100 to assist in more efficient running of the council
- E) Does the council wish to accept Cllr Bush, Cllr Drayton and Cllr Heald to serve on the planning committee and to appoint Cllr Bush as Chairman
- F) Does the council wish to accept Cllr Leonard and Cllr Battersby to serve on the Finance and Policy working group
- G) Does the council wish to accept Cllr Davis, Cllr Battersby and Cllr Leonard to serve of the Community Planning and PACT committee
- H) Does the council wish to purchase a leaving gift for the outgoing clerk
- I) Does the council agree to the following dates for future meetings
7th September 2nd November 11th January (2nd Thursday) 2018, 1st March 3rd May

- 12. **Progress reports**

- A) Parish insurance renewed 1 June with Came and Co. All relevant documentation was emailed to us last week
- B) Costing report for laptop and associated software. Does the council wish to proceed with the purchase as noted in IT and software proposal and defer the cost as allowable by application to the transparency fund for reimbursement
- C) Does the Council wish to engage the services of Childrens Play Advisory Services as recommended by Wychavon, to inspect our playfield at next anniversary date

- 13. **Correspondence received**

- 14. **Planning**

Plans for review, (if applicable)
Planning committee report

- 15. **Finance**

Invoices to be approved
Breakdown attached

- 16. **Closed Meeting**

It is proposed to close the meeting to the public due to the confidential nature of the business to be transacted relating to the discussion of the appointment, terms of service of employees

- 16. **Date of next meeting** 7th September