

WEEDON BEC PARISH COUNCIL

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NOTICE OF MEETING

To members of the Council

27th April 2022

I hereby give you notice that you are summoned to attend the **ANNUAL MEETING OF THE PARISH COUNCIL** to be held on **TUESDAY 3rd MAY at 7.00 pm in Village Hall ANNEXE**. Please inform the Clerk if you are not able to attend. A risk assessment has been carried out. Members of the public and press are also invited to the meeting.

Mrs Susan Halkett, Clerk & Proper Officer

AGENDA

- 967 To consider the election of Chairman for 2022-23.** Signing of Chairman's Declaration of Office
To consider the election of Vice Chairman for 2022-23

Acceptance of Apologies for Absence

To accept the formal resignation of Mr Charlie Havell. Paperwork has been submitted to the Unitary Council

- 968** To receive declarations of interests under the Council's Code of Conduct regarding business to be discussed at this meeting
- 969** To appoint members to the following committees/task groups
Planning Committee, including planning extras; Finance & General Purpose; Cemetery & Allotments; Open Spaces, Play & Recreation; Infrastructure and Policy, Assets & Media
- 970** To appoint Parish representatives to other roles including:
Internal control councillor, Website/Facebook/Twitter administrators, Internal Control Councillor, Town & Parish Council meeting reps, Edmund Arnold Charity Trustee, Path Warden, Highways Warden, Tree Warden, Flood Wardens, Police Liaison Representative.
- 971** To review/confirm bank accounts and signatories and to confirm the use of BACS payments.
- 972 End of Year Accounts:**
- a To receive the financial statement including bank statements for the end of year accounts.
 - b To consider and accept the figures for submission to audit for 2021/22
 - c To receive end of year loan statements
 - d To receive the CIL statement
 - e To note the commencement date for the Period of Exercise of Public Rights.
 - f To note the Internal Audit will be carried out on the 11th May and reported at the June meeting.
- 973** To note amendments/no amendments needed to:
- (1) ASSET REGISTER: For end of year 2021/22
 - (2) FINANCIAL REGULATIONS ok
 - (3) RISK MANAGEMENT Policy ok
 - (4) STANDING ORDERS, amended Feb 2022 (added Environmental statement)
 - (5) GDPR – all ok
 - (6) Any other current policies (Fair/Circuses Agreement added Jan 2022, Environment Policy and new Business Plan adopted Feb 2022, Social Media Policy amended Feb 2022)
 - (7) Any individual changes to Interests declared under the Code of Conduct for Councillors
- 974** Annual Parish Report for 2021-22. To consider proof (if received in time for meeting) and confirm printing so it is ready for delivery to all households at the end of May
- 975** Public Forum – 15 minutes, maximum, allowed for open forum
- 976** To accept the minutes of the Parish Council Meeting held on the 5th April 2022 and the minutes of the Annual Parish Meeting held on the 27th April 2022.



977 Matters Arising or updates on items that do not require decisions.

- To receive an update on the bees
- To note a road closure on 3rd June – South Street

GENERAL MATTERS

- 978 (1) To consider any issues raised at the Annual Parish Meeting
 (2) To consider the use of Croft Way playing field for a young child’s birthday party
 (3) To confirm the use of Jubilee Field for a Weekender (retrospective)
 (4) Consultation: To consider responding to the Housing Strategy consultation
 (5) Good Neighbours Survey. To consider the responses received and whether there is a way forward.
 (6) To consider items for the Platinum Jubilee; Donation to the Brownies for the purchase of equipment for the children’s game area; booking of toilets; purchasing bunting and other items that may arise.

OPEN SPACES, PLAY AND RECREATION

- 979 (1) To consider the play area inspection reports
 (2) To receive an update on the changing rooms

CEMETERY & ALLOTMENTS

- 980 (1) To consider planned tree work in the Cemetery
 (2) To confirm the purchase of oak timber for the green burial site (retrospective)

PLANNING

- 981 (1) To consider planning applications/decisions
 a **Application: WND/2022/0328. Wharf House, Church Street.** First floor rear extension

FINANCE & GENERAL PURPOSE (Admin)

- 982 (1) To report the financial figures for April 2021, including income received.
 (2) To consider the Council’s annual insurance premium (new agreement)
 (3) To consider the Zoom contract for another year
 (4) To consider grants to Weedon Pre School for insurance and FOWSA for their first school fete
 (5) To approve invoices for payment. May payments

April payments - paid

To whom paid	Reason	Amount
Network Rail	Rent	15.00
Wicksteed	Play area inspections	309.60
M Freeman	Play area grass cutting	200.00
UK Timber	Green burial project	601.19
E Taylor	Netting for platinum jubilee	21.78
C Mackintosh	Bookmarks for Platinum Jubilee	1225.00
	Total	2372.57

To whom paid	Reason – all due to be paid on the 6 th May, 2021	Amount
Parish Online	OS mapping system	45.75
M Davies	Salary litter picker	365.47
S Halkett	Salary	1543.31
HMRC	PAYE	502.34
Local Government Pension Scheme	Pension payments	634.69
S Halkett	Office rent £37.50, Internet Security £50.92 (2 years)	88.42
BT	Telephone/broadband	199.51
Wicksteed	Repair of cableway	878.40
Stuart Watts	Cemetery grass cutting	448.00
Glasdon	Litter bin	268.32
BHIB/Gallagher/Zurich	Insurance	TBC
		4974.21
	Monthly Total to date	7346.78
Awaiting expected invoices		
Yates Landscapes	Grass cutting/maintenance work	
Pure Clean	Bus shelter cleaning	
J Wilshire	Maintenance work	



D Hayes	Cemetery grass cutting	
M Freeman	Playing fields grass cutting	

Plus any other previously agreed invoices, not received at time of publication of agenda

983. CORRESPONDENCE RECEIVED

- 1 Resident Application to use Croft Way playing field. 978.2
 - 2 WNC Consultation: Housing Strategy: 978.4
 - 3 Contractor Quote: Trees in cemetery. 980.1
 - 4 WNC Application. 981.1
 - 5 BHIB Insurance quote. 982.2
 - 6 Pre-School Application for grant. 982.4
 - 7 FOWSA Application for grant. 982.4
 - 8 WNC Road closure. 977
- NCALC updates

984. CORRESPONDENCE RECEIVED AFTER AGENDA PUBLISHED

Items for inclusion in the agenda for the next meeting.

Date of next meetings: 7th June, 5th July, 2nd August, 6th September, 4th October, 1st November, 6th December