

Cherry Willingham Parish Council  
The Millennium Hall, 16 High Street, Cherry Willingham, Lincoln, LN3 4AQ  
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Chairman of the Council: Cllr Sharron Brylewski  
RFO - Christine Hodgson Clerk to the Council – Gill Shaw

A meeting of Cherry Willingham Parish Council's Full Council will be held Virtually on Tuesday 17<sup>th</sup> November 2020, at 7:30 pm.

It is expected that all Members of the Committee will make every effort to attend.  
Any Member of the Committee who is not able to attend should pass on their apologies to the Parish Clerk.

Prior to the start of the meeting, a Public Forum of no more than 15 minutes will be held.  
The Public may address the Parish Council on current matters or issues that may become future agenda items.

Members of the Public who wish to attend, should contact the Clerk, before 12:00 noon on Friday 17<sup>th</sup> October, who will give guidance on the etiquette for the meeting.

### **AGENDA**

1. Welcome and to resolve to receive apologies and accept reasons for absence.
2. Members' disclosure of pecuniary interests.
3. To receive any reports from outside bodies, including the Police, District and County Councillors (if any) and agree actions as required.
4. Chairman's remarks
5. To receive the notes of the Full Council meeting held on 20<sup>th</sup> October 2020 and to agree for them to be signed as a true record
6. Financial Matters - RFO.
  - i) To receive the Schedule of Receipts and Payments for October
  - ii) To receive the Conclusion of Audit from the External Auditors
7. To receive reports and recommendations (if any) concerning the business of the Parish Council and its Committees, Sub-Committees etc and agree any actions accordingly (note: queries from minutes, please see the individual chairmen or members outside of the full council meeting in order to expedite the meeting)
  - a) Village Improvement Committee (VIC) – Chairman: Cllr Fleetwood.
    - i) To retrospectively ratify the decision to create a Wildflower Meadow
    - ii) To put in place that future meetings are in the correct order and that future plans will be discussed/amended at VIC meetings and then go to Full Council.
    - iii) To appoint another Volunteers to be on to the CFMG committee
  - b) Planning Committee – Vice Chairman: Cllr Palmer
    - i) To receive an update on The Planning Committee Meeting on 10<sup>th</sup> November and any planning applications received since the last meeting
    - ii) To approve the actions of the Planning Committee
  - c) Leisure & Amenities Committee (L&A)-Chairman: Cllr Robinson  
To receive an update on the L&A Committee meeting on the 9<sup>th</sup> November

- i) Full Council to approve transfer of £2000 funds from the Burial Grounds Projects into Playing Field and Play area maintenance.
  - ii) Full Council to approve the gate expenditure being over £1000 (quote received of £1017.69 plus VAT)
- d) Finance and General Purposes Committee - Cllr Brylewski
  - i) To review the draft budget for 2021-2022 and agree any changes accordingly
  - ii) To approve the Precept estimate for WLDC
  - iii) To consider increasing the limit at which it is necessary to obtain 3 quotes from £500 to £1000 and amend the Financial Regulations accordingly.
- 8. To receive an update from the Allotment Feasibility Group – Cllr Fleetwood
- 9. To consider other matters relating to work of the Council:
  - To receive and update on the changes to the Terms of Reference for the Committees and Sub-Committees - Cllr Brylewski and Cllr Palmer
- 10. To consider the 2021 Calendar of Meetings
- 11. Website and Technology- Cllr Baker and Cllr Trahearn
  - To receive an update on the new Website.
- 12. Clerks matters to report including formal correspondence received
- 13. **TO RESOLVE TO MOVE INTO CLOSED SESSION IN ACCORDANCE WITH THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 DUE TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE DISCUSSED IN RELATION TO THE FOLLOWING MATTERS:**
- 14. Employment Committee- Chairman: Cllr Palmer
  - i) To receive an update on The Employment Committee Meeting on 9th November
  - ii) Review of employees rules and responsibilities, time issues and constraints
- 15. To receive an Update on the Health and Safety Policy
- 16. Date of next meeting – Monday 18<sup>th</sup> January 2021 at 7.00pm at The Priory Pembroke Academy. Councillors agenda items to the Clerk by Monday 11<sup>th</sup>

Clerk Gill Shaw