

# Cherry Willingham Parish Council

The Millennium Hall, 16 High Street, Cherry Willingham, Lincoln LN3 4AQ  
Chair of the Council: Cllr Jenny Robinson Clerk/RFO: Jude Sparks

Dear Member

You are hereby summoned to the Full Council meeting of Cherry Willingham Parish Council which will take place at The Vine, Cherry Willingham at 7.30pm on Monday 20<sup>th</sup> June at which the under mentioned business will be transacted.

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

**Audio recording notice\*- Please note that this meeting may be recorded to assist in accurate minute taking only**

Date 13<sup>th</sup> June 2022

Signed J A Sparks (Clerk/RFO) Original signed

---

## **Agenda**

1. **Apologies, welcomes and attendance, including to accept apologies and the reasons for absence, where given.**
2. **To receive any declarations of interest in accordance with the Localism Act 2011 and consider any requests for dispensations in relation to Disclosable Pecuniary Interests or other interests as outlined in the Council's Code of Conduct.**
3. **To receive any reports from outside bodies, including the Police, District and County Councillors (if any) and agree actions as required.**
4. **To receive a report on actions taken regarding the security and safety of the Bleak Farm site and agree any further actions as required.**
5. **To receive a report from the Chair.**
6. **To receive a report from the Clerk.**
7. **To receive the notes of the Council meetings held on 16<sup>th</sup> May 2022 and agree for them to be signed as a true record.**
8. **To receive:**
  - i) The schedule of receipts and payments (attached) for May 2022
  - ii) To authorise the new RFO to obtain a debit card.
  - iii) To authorise the new RFO to become the primary user for Internet banking.
  - iv) To report authorisation given to T J S Tree Services for removal of dead tree at Burial Ground at cost of £270 under Financial Regulations 4.5, due to H&S concerns.

9. **To receive reports and recommendations (if any) concerning the business of the Council and its Committees, Sub-committees etc, and agree to any actions accordingly:** (Note: queries from minutes, please see the individual chairs or members outside of the full council meeting to expedite the meeting).

**a) Planning matters – Chair: Cllr Bridgwood**

- i) To receive a report on any recent planning applications
- ii) To approve the actions of Planning Committee (if any)

**b) Leisure & Amenities Committee (L&A) – Chair: Cllr Brylewski**

- i) To approve the purchase of a bench for the burial ground.

**c) Cherry Fields Committee (CFC) – Chair: Cllr J Robinson**

**d) Finance & General Purposes Committee (F&GP) – Chair: Cllr J Robinson**

**e) Village Improvement Committee (VIC) – Chair: Cllr Andy Burge**

**Christmas lights switch on and quiz.**

- i) To approve the purchase of a Christmas Tree up to the sum of £180 to arrive by 24<sup>th</sup> November.
- ii) Approve Christmas quiz to be held on 10<sup>th</sup> December with the cost of hiring the hall coming out of the Christmas budget.
- iii) To agree that the Parish Council spends £235 to cut Green Lane on health & safety grounds.

**f) Allotments Implementation Task & Finish Group – Chair: Cllr B Robinson.**

- i) To receive an update on progress and agree to any actions as required.

**g) Jubilee Celebration Task & Finish Groups**

- i) To receive a report on expenditure to date.
- ii) To review the Beacon Bonfire event (report from Cllr B Robinson).
- iii) To review the Party in the Park events (report from Cllr Brylewski).
- iv) To receive an update on the Jubilee Platinum picnic (report from Cllr Trahearn).
- v) To agree to any further expenditure required for the picnic, including an additional portaloos.

10. **Councillor's matters for report/notice of items to be included in the July 2022 agenda.**

**11. HR Committee - Chair: Cllr Lacy**

**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:**

- To receive a report from the meeting held on Monday 30<sup>th</sup> May.
- To accept & approve the Lone Worker Policy and Risk Assessment.
- To accept the recommendation that future HR meetings be held in closed session.
- Approve purchase of a lockable, confidential cupboard for the parish office.
- To consider any other staffing related matters.

12. **To confirm date of next meeting as Monday 18<sup>th</sup> July 2022 at 7.30pm (agenda items required by noon Friday 8th July 2022)**