

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 Tuesday 6th September at which the under mentioned business will be transacted.

The time between 7.30pm and 7.45pm may be given over to a public session if required, but if no members of the public attend or wish to speak, the meeting will start at 7.30pm. 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 30th August 2022

Signed

J A Sparks (Clerk/RFO)

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 the notes of the Full Council meeting held on 18th July 2022 and the Extraordinary meeting held on 25th July and agree for them to be signed as a true record.**
4. **To receive any reports from outside bodies, including the Police, District and County Councillors (if any) and agree actions as required.**
5. **To receive a report on actions taken regarding the security and safety of the Bleak Farm site.**
6. **To receive a report from the Chair.**
 - a) To receive a report on the siting of the condolence book in the event of the death of a senior figure, and in light of the new information approve the amendment of the policy to reflect the new arrangements.
7. **To receive a report from the Clerk.**
8. **To consider & approve the GDPR documentation.**
9. **To resolve that in future any items published in Cherry News relating to Cherry Willingham Parish Council (CWPC) are published under a CWPC heading together with a list of work that has been completed in that month.**
10. **To receive:**
 - i) The schedule of receipts and payments (attached) for July & August 2022.
 - ii) Notification that the 2021/22 audit has been successfully concluded and documentation published.
 - ii) To consider and approve a new 3 year contract with EON if one is available and agree action to be taken in the event that only a one year contract is offered.

- iii) To receive an update on the refund request for the Bouncy Castle for the cancelled Jubilee event and resolve any action to be taken.
- iv) To receive a report from the RFO on the insurance renewal and approve the RFO and Chair to agree the insurance quote for 2022-23.
- v) To receive a report from the RFO on the central external auditor arrangement and agree action to be taken.

11. To receive a report on progress with the new draft Oasis tenancy and agree any actions as required.

12. 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 J Robinson

- i) To receive a report from the meeting held on 30th August and approve any recommendations made.

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

- i) To receive a report from the meeting held on 5th September and approve any recommendations made.

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

- i) To receive a report from the meeting held on 1st September and approve any recommendations made.
- ii) To consider payment of up to £400 from balances to pay for the 'Tommy'.

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

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

13. To approve the arrangements for the Autumn Annual Parish Meeting and consider items for the agenda.

14. To approve Christian's Together Carols on the Green event on The Parade on 20th December and a Christmas Treasure Trail around Cherry Fields and the village starting in the w/c 10th December.

15. To consider amending Standing Orders Item 3e to state that the 15 minutes public participation will be before the arranged start date of the Full Council or committee meetings. i.e meeting to start at 7.30pm the public participation would be 7.15pm-7.30pm.

16. Councillor's matters for report/notice of items to be included in the October 2022 agenda.

17. 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:

- i) To receive the nominations for The Stead award and resolve who the recipient for 2022 will be.

Human Resources Committee (HR) - Chair: Cllr Lacy

- ii) To receive a report on the job application for the post of Assistant to the Clerk/RFO and ratify the appointment.
- iii) To consider and approve the draft Pay Policy.

18. To confirm date of next meeting as Monday 17th October 2022 at 7.30pm (agenda items required by noon Thursday 6th October 2022)