



**Tuesday 4<sup>th</sup> January 2022 7pm**

All councillors are summoned to attend the next meeting of the Parish Council in the Parish Rooms. This is an open meeting and the Press and the Public are all welcome.

There is an Open Forum for public participation at every meeting when members of the Public are invited to address Council Members relating to council matters. The Press and Public are not permitted to take part in the debates during the meeting.

\_\_\_\_\_ Acting Clerk to the Council

28.12.21

#### Agenda

1. Chairman's welcome
2. To consider and approve any apologies of absence
3. To declare pecuniary interests for any items on the agenda and to consider requests for dispensations<sup>1</sup>
4. Open Forum for public participation (15 minutes, maximum of 5 minutes per person please)
5. To approve the draft notes of meeting held 6<sup>th</sup> December 2021
6. To receive a report from the County Councillor
7. To receive a report from the District Councillor
8. Finance
  - a) To note financial position
  - b) To approve any automated, retrospective and future payments to be made:

Date	Description	Supplier	Total	VAT	Net
8/12/21	Electricity	Eon	50.89	2.42	48.47

- c) To note any income received since the last meeting:

Date	Description	Supplier	Total
08/12/2021	Tai Chi hall hire	Tai Chi Classes	70.00
10/12/2021	Book Club hall hire	Book Swap	14.00
14/12/2021	Hall hire	Hop4E Group	20.00
		<b>Total</b>	<b>104.00</b>

- d) To receive payment and receipt figures for last quarter and balance against budget to date (circulated)

9. Planning
  - a) To consider any planning applications since the last meeting
  - b) To note any planning decisions and/or appeal notifications since the last meeting

10. To discuss village issues
  - a) To receive an update concerning the BT telegraph pole outside no. 110, Main Road, Hundleby
  - b) To discuss options for the provision of a speed camera (Cllr Cartwright)
  - c) To receive an update concerning the allotments entrance and Christmas tree plantation (clerk and Cllr Dales)
  - d) To receive an update from Cllr Dales regarding the Christmas Tree event
  - e) To agree a date to hold a Parish Meeting to discuss planning an event for the Queen's Jubilee
  
11. To discuss internal Parish Council issues
  - a) To receive an update concerning the Parish Rooms survey and agree the next steps
  - b) To consider candidates for co-option
  - c) To receive an update concerning replacement light fittings in the Parish Rooms (Cllr Corten-Miller)
  - d) To receive the draft asset inspection record and determine responsibilities and frequency of inspection
  - e) To review and approve the terms of reference for the Staffing Committee
  - f) To receive the 2021 training record and agree to it being made available on the website
  - g) To review, approve and determine review dates for the following policies:  
Records Retention and Training
  
12. To receive correspondence and resolve action if required
  
13. To note any communications from the Police since last meeting
  
14. To consider any urgent business

*Please note if it is "urgent" only because it was not notified in time to appear on the agenda it should be left till the next meeting. If it is genuinely "urgent" that is, it was too late for the agenda and it will be too late for action if left till the next ordinary meeting the Chairman and the clerk need to decide whether an additional meeting should be called or actioned during this meeting*
  
15. Items for next agenda
  
16. If required to consider excluding the public and press under the Public Bodies (Admissions to Meetings) Act 1960 due to the confidential nature of the items to be discussed
  
17. To note the date of the next Parish Council meeting: Monday 7<sup>th</sup> February 2022 at 7pm

<sup>1</sup> A dispensation form should be requested from the Clerk before the meeting date and will be considered by Full Council at the meeting