

# CHISELDON PARISH COUNCIL



## You are summoned to the **DECEMBER 2020 PARISH COUNCIL MEETING.** **AGENDA**

on **Monday 14<sup>th</sup> November 2020 at 7.30pm.** Virtual meeting via **Microsoft Teams.** See bottom of agenda for link.

**PUBLIC RECESS** - to receive questions and comments from the public on Council related matters. Members of the public are allowed to address the Chair for 3 minutes. No decisions will be taken at this meeting. Discussion will only take place when a subject raised is within an agenda item. Maximum 10 minutes

1. **CO-OPTION BY VOTE OF NEW PARISH CLLRS.** (if relevant)
2. **LIST ATTENDANCES AND VOTE ON APPROVAL OF APOLOGIES FOR ABSENCE (Absences without apologies to be noted separately)**
3. **DECLARATIONS OF INTERESTS and vote on any dispensations requested.**
4. **APPROVAL OF MINUTES** – Full Council meeting 9<sup>th</sup> November 2020.
5. **ACTION POINTS**
6. **Q&A session from Michelle Maidment of Openreach in regards to new proposed fibre provision. 45 minutes max. \*Please see below for procedures to follow.**
6. **COMMUNITY SAFETY, inc Police report**
7. **Ward Cllr reports – written reports to be loaded onto the council’s website.**
8. **Monthly review of safe opening procedures and upkeep of Castle View Play area due to Covid-19 Government restrictions.** Clerk to provide a verbal report. **Council to vote on whether to keep area open.**
9. **EGPA committee request for a Cllr to be seconded to the committee whilst Cllr McDonald’s dispensation is in place.**
10. **Request for Parish Cllr representative to attend Community Safety Group meetings (remote or in person) as part of the South Rural Neighbourhood Policing. –see additional information**
11. **Approve 2021 meeting dates – see additional information**

### **FINANCE ITEMS**

12. **Change of Financial Regulations to allow staff salaries to be paid by Standing Order – see additional information.**

### **13. COMMITTEE REPORTS:**

**Finance – Review November 2020 finance figures**–loaded onto MS Teams in “Teams/Chiseldon Parish Council/Files” No vote needed as report is not complete. To be voted on in Jan 2021

**EGPA from Cllr Rawlings**

**Planning, Highways and Transport from Cllr Kearsy**

**Risk Assessment report from Clerk**

**Correspondence feedback for Cllrs** – loaded onto MS Teams in “Teams/Chiseldon Parish Council/Files”

14. **Items for next agenda.** (Cannot be discussed and/or voted on at this meeting)

**The next Full Council meeting will be on Monday 11<sup>th</sup> January 2021 at 7.30pm, remote meeting via MS Teams**

Contact details Mrs Clair Wilkinson, Clerk and Responsible Financial Officer  
[clerk@chiseldon-pc.gov.uk](mailto:clerk@chiseldon-pc.gov.uk) Tel 01793 740744  
Signed by Clerk: C Wilkinson Dated: 9<sup>th</sup> December 2020

*Clair Wilkinson*

Public notice – if you comment during public recess at a council meeting your personal details (such as name and address as relevant) will be recorded on the minutes. Please advise the Clerk at the time of speaking if you do not wish your personal details to be noted. Please see our privacy policy on [www.chiseldon-pc.gov.uk](http://www.chiseldon-pc.gov.uk) for full details of how we store & manage data.

**Legislation to allow the council to vote and/or act:**

**None for this meeting.**

The public should request a copy of additional materials for agenda items, directly to the clerk at [clerk@chiseldon-pc.gov.uk](mailto:clerk@chiseldon-pc.gov.uk)

MS Teams Link:

<https://teams.microsoft.com/l/meetup-join/19%3a0fcc4a7a194a4b47810de72ae97126ae%40thread.tacv2/1607338534582?context=%7b%22Tid%22%3a%22994eb4e1-2fcb-47f9-a34e-66c6767624a1%22%2c%22Oid%22%3a%22abfe080e-0d86-401d-95dd-e231c117cc34%22%7d>

**Item 6. Q&A session procedure.**

- Where possible questions will be submitted to the Clerk in advance. Ideally no later than end of day Thursday 10<sup>th</sup> December so they can be reported to Michelle Maidment for inclusion. Email [Clerk@chiseldon-pc.gov.uk](mailto:Clerk@chiseldon-pc.gov.uk)
- All public participants will be muted to ensure the speaker can be heard.
- Questions submitted in advance will be dealt with as a priority.
- If time allows, members of the public may ask further questions by using the “raise hand” facility on MS Teams or by raising their hand to get the Chairman’s attention.
- The Chairman will indicate who is next and the participant will be un-muted to ask their question and then muted again.
- Q&A’s will be posted on the council’s website after the session and further questions may be sent to the Clerk and the answers will be posted on the website.