

# CHISELDON PARISH COUNCIL



## You are summoned to the JUNE 2021 PARISH COUNCIL MEETING. AGENDA

on Monday 14<sup>th</sup> June 2021 at 7.30pm. at the Chiseldon House Hotel. New Road, Chiseldon.

**PUBLIC RECESS** - to receive questions and comments from the public on Council related matters. Members of the public are allowed to address the Chairman 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. LIST ATTENDANCES AND VOTE ON APPROVAL OF APOLOGIES FOR ABSENCE (Absences without apologies to be noted separately)**

**2. DECLARATIONS OF INTERESTS and vote on any dispensations requested.**

**3. APPROVAL OF MINUTES** – Full Council meeting 4<sup>th</sup> May 2021.

**4. APPROVAL OF MINUTES** – Additional Full Council meeting 26<sup>th</sup> April 2021.

**5. ACTION POINTS**

**6. COMMUNITY SAFETY, inc Police report.**

**7. Ward Cllr reports.**

**8. Annual approval of Standing Orders** – [see additional documentation](#)

**9. Annual approval of Finance Regulations** – [see additional documentation](#)

**10. Annual approval of Code of Conduct** – [see additional documentation](#)

**11. Review of STWFC proposal and decision on whether to proceed.** - [see additional documentation](#)

### FINANCE ITEMS

**12. Approval of Annual Governance Statement for 2020/21 Financial Year for external audit.** [see additional documentation](#)

**13. Approval of Accounting Statements for 2020/21 Financial Year for external audit.** [see additional documentation](#)

**14. Approval of new flooring costs at Castle View Play area. Approved by EGPA committee.** [See additional documentation.](#)

**15. Approval of a further maximum spend of £50 if required on the printing of more of the parish newsletter. (original print run of 1000 may not be enough)** The budget for this financial year has a line item for marketing/printing costs. Original costs for 1000 copies £93.00

### PLANNING ITEMS

**16. No items**

**17. COMMITTEE REPORTS: Brief reports only please due to time constraints.**

**Finance – Review & Vote on April 2021 finance figures**-loaded onto MS Teams in "Teams/Chiseldon Parish Council/Files"

**Review & Vote on May 2021 finance figures**-loaded onto MS Teams in "Teams/Chiseldon Parish Council/Files"

Cllrs to review the up to date balance sheet report to ensure "PAYE & NI payable" and "Wages Payable – Payroll" are at zero (considering acceptable roundings).

**EGPA from Cllr Rogers**

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

**Risk Assessment report from Clerk**

**Correspondence feedback for Cllrs** – if available, loaded onto MS Teams in "Teams/Chiseldon Parish Council/Files"

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

**The next Full Council meeting will be on Tuesday 13<sup>th</sup> July 2021 at 7.30pm, location to be advised.**

Contact details Mrs Clair Wilkinson, Clerk and Responsible Financial Officer

[clerk@chiseldon-pc.gov.uk](mailto:clerk@chiseldon-pc.gov.uk) Tel 01793 740744 (office currently not staffed)

Signed by Clerk: C Wilkinson Dated: 8.6.2021

*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:**

**Item 11 STWFC proposal** LG(MP)A 1976 s.19(3)

**Item 14 CVPA flooring** LGA 1892 s.8 (1)(i)

**Item 15. Newsletter** LGA 1972 s.142 (1A)

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)