**Willington Parish Council**

**Locum Clerk: Mrs J Storer**

**Mobile 07464 848836**

**Email: clerk@willingtonpc.org.uk**

# Date: 7th May 2019

To: The Chairman and Members of Willington Parish Council

Dear Councillor

In accordance with Standing Order 5(a): in an election year, the annual meeting of the Council shall be held on or within 14 days following the day on which Councillors elected take office.

You are summoned to attend the Annual Meeting of Willington Parish Council which will be held at 7pm on **Tuesday 14th May 2019** at **The Old School, Castleway, Willington.**

* **All Councillors, both new and returning, are asked to sign The Declaration of Office**
* **All Members, whether new or returning, are asked to complete and return the Register of Disclosable Pecuniary Interests within 28 days of this meeting.**

Yours sincerely

Rebecca House

Administrative Clerk to Willington Parish Council

### AGENDA

**325/19 To receive apologies for absence**

**326/19 Election of Chair and Vice-Chair**

* In accordance with Standing Order 5(e), the first business of the council shall be the election of the Chair and Vice-Chair. Including signing the Declaration of Office.

**327/19 Declaration of Members’ Interests**

1. Members must ensure that they complete the Declaration of Members Interest sheet prior to the start of the meeting and must indicate the action to be taken (ie to stay in the meeting, to leave the meeting or to stay in the meeting to make representations and then leave the meeting prior to any consideration or determination of the item).
2. Where a member indicates that they have a prejudicial interest but wish to make representation regarding the item before leaving he meeting, those representations must be made under item (c) of Public Speaking.

**328/19 Public Speaking, including County, District and Police representation (Standing Order 3f) – Total 15**

**minutes.**

1. At the start of the meeting a period of not more than three minutes will be made available for members of the public and members of the Council to comment on any matter already on the agenda (Standing Order 3g). While members of the public are welcome to observe the full meeting, they **may not** take an active role once the question period has closed.
2. If the Police Liaison Officer, a County Council or District Council Member is in attendance they will be given the opportunity to raise any relevant matter. Members of the Council however will restrict Police matters they raise to those relating to their Council Ward.
3. Members declaring a prejudicial interest who wish to make representation or give evidence under the Code of Conduct relating to Agenda items shall do so at this stage.

**329/19 To confirm the minutes of Willington Parish Council Ordinary Meeting held on Tuesday 9th April 2019**

**330/19 To consider a resolution to close the meeting for public participation under the Public Bodies**

**(admission to meetings) Act 1960.**

*“In view of the confidential nature of item….. to consider a resolution to exclude the press and public from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, S1, in order to discuss the item”*

**331/19 Governance**

* Review of delegation arrangements to committees, sub-committees, staff and other local authorities: RAC, Finance, Burial, NDP
* Review of the terms of reference for committees: RAC, Finance, Burial, NDP
* Appointment of members to existing committees
* Appointment of any new committees in accordance with standing order 4
* Review and adoption of appropriate standing orders and financial regulations
* Review of arrangements (including legal agreements) with other local authorities, not-for-profit bodies and businesses.
* Review of representation on or work with external bodies and arrangements for reporting back: Old School Trust; Willington Village Hall; Willington Carnival; Willington Arts Festival
* In an election year, to make arrangements with a view to the Council becoming eligible to exercise the general power of competence in the future
* Review of inventory of land and other assets including buildings and office equipment
* Confirmation of arrangements for insurance cover in respect of all insurable risks
* Review of the Council’s and/or staff subscriptions to other bodies
* Review of the Council’s complaints procedure
* Review of the Council’s policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation (see also standing orders 11, 20 and 21)
* Review of the Council’s policy for dealing with the press/media
* Review of the Council’s employment policies and procedures
* Determining the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council.

**332/19 To receive the Locum Clerk’s Report**

**333/19 Finance**

1. Accounts for payment

**Payee**  Description Amount

Mrs J Storer Locum Clerk fee and expenses (April/May 19) £857.90

WOST 31.5 hrs hall hire £177.60

Miss R House Administrative assistant fee and expenses (April/May19) £613.68

Mr G C McCulloch Litter pick, P/G inspect. & siting new bench £TBC

SDDC Trade Waste Collection, W.Cemetry £889.20

Greenbarnes Ltd NB, Panel, Sign Write, Posts & Carriage £1346.77

Greenbarnes Ltd Lock & Carriage £12.36

ICCM Corporate Membership 2019/20 £90.00

(b) Income to the WPC

SDDC Precept & Grant £24,442.00

(c) Other financial considerations

None to note

(d) Monetary Requests

No requests received.

1. Consideration of Section 106 funding
2. To sign the payroll agreement between South Derbyshire CVS & WPC

**334/19 U**se of Willington Picnic Site – 4th & 5th May and attendant parking of cars on grass verges and other Parish areas.

**335/19 Neighbourhood Development Plan Feedback and any resulting actions**

**336/19 GDPR**

**337/19 Planning – details circulated via email**

* CD9-0319-110 REVISED DEMOLITION OF ASHLEA FARM OFF DEEP DALE LANE THE DEVELOPMENT OF A NEW ALL MOVEMENT JUNCTION ON THE A50 AND CONNECTING LINK ROAD TO INFINITY PARK WAY, WITH ASSOCIATED WORKS INCLUDING: STREET LIGHTING COLUMNS, FOOTWAYS/CYCLEWAYS, CONSTRUCTION OF EARTH MOUNDS, FLOOD COMPENSATION AREAS, ACOUSTIC FENCING AND LANDSCAPING.
* P1632: LAND TO SOUTH OF THE CASTLE WAY, WILLINGTON -PRE-APPLICATIONCONSULTATION
* THE VARIATION OF CONDITION 9 OF PLANNING PERMISSION REF. 9/2016/0479 (RELATING TO CHANGE OF USE OF LAND TO AN AREA OF HARDSTANDING FOR SKIP STORAGE (USE CLASS B8)) ON LAND AT SK8282357 THE CASTLE WAY WILLINGTON DERBY

**338/19 To receive a report as the Burial Authority on Burial Matters, the Cemetery and Garden of**

**Remembrance**

**339/19 To receive reports from Cllrs on Outside Bodies and of meetings attended**

1. RAC Committee
2. Burial Committee
3. Car Park Committee

**340/19 Items for Information**

Items received by email:

* DALC spring circular – the clerk highlighted several revenue fund streams. Do any need further investigation?
* Area Forum Meeting dates – Willington is 20th June, 6.30pm at Stenson Fields School
* Lamp Post Poppy Appeal – this has been carried out in the past, are we engaging this year?

**341/19 To move the following resolution - “That in view of the confidential nature of the business about to be transacted (in respect of the personal situation of an employee which could result in legal proceedings) it is advisable in the public interest, that the press and public be temporarily excluded and they are instructed to withdraw.”**

**342/19 Date of the next Meeting**

The date of the next Willington Parish Council Meeting is to be confirmed to be held on

**Governance Note:**

**Standing Orders 3w; allocates 3 hours for the meeting; any extension of time will require the Parish Council to agree to suspend Standing Order 3x**