

**Please note that Council meetings are recorded
Willington Parish Council
Email: clerk@willingtonpc.org.uk**

Date: 3rd June 2021

To: The Chairman and Members of Willington Parish Council

Dear Councillor

You are summoned to attend a Meeting of Willington Parish Council, which will be held at 7pm on **Tuesday 8th June 2021** at The Old School, Castleway, Willington.

Please note the following arrangements to comply with COVID regulations;

Maintain a 2 metre distance

Please bring a mask – to be worn unless seated

Sanitise hands on entrance

Please avoid close contact during entrance/exit etc.

Members of the public are welcome to attend this meeting. However, social distancing will need to be considered and numbers will be limited.

Yours sincerely

Debra Townsend

Debra Townsend
Locum Clerk

AGENDA

To avoid passing round paperwork, the attendance sheet for the meeting will be completed by the Locum Clerk. Please also contact the Locum Clerk before the Meeting with any declarations of interest (if appropriate).

- 1. To Receive Apologies for Absence**
- 2. Variation of Order of Business (if required)**
- 3. Declaration of Members' Interests**
 - a) Members must ensure that they advise the Clerk of any Declaration of Members Interests by email 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).
 - b) Where a member indicates that they have a prejudicial interest but wish to make representation regarding the item before leaving the meeting, those representations must be made under item (c) of Public Speaking.
- 4. Public Speaking, including County, District and Police Representation. Total 15 minutes**
 - a) At the start of the meeting a period of not more than three minutes will be made available for members of the public 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.

- b) 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.
- c) 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.

5. To confirm and agree as a true record the non-confidential Minutes of the Annual Willington Parish Council Meeting held on 18th May 2021 (attached at Item 5)

6. 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"

7. Finance – Income and payments to 8th June 2021 (attached at Item 7)

To approve the income and payments to 8th June 2021. An update may be provided at the Meeting.

Please note that all invoices are available for inspection. Please contact the Locum Clerk if you have any questions prior to the Meeting.

8. To confirm and agree the accounts to month ending 31st May 2021 (attached at Item 8)

9. Clerk's Report (attached at Item 9)

10. Appointment to Vacancies on Existing Committees

- Recreation and Amenities Committee (6 Members of the Council 1 Non-Members of the Council). **(3 Councillor vacancies, 1 non-member vacancy)**
- Footpaths and Open Spaces Group (6 Members of the Council 8 Non- Members of the Council). **(4 Councillor vacancies, 8 non-member vacancy)**
- Burial Committee (4 Members of the Council). **(1 Councillor vacancy)**
- Staffing Committee (3 Members of the Council). **(1 Councillor vacancy)**
- Finance Committee (5 Members of the Council). **(2 Councillor vacancies)**
- Neighbourhood Plan Working Group (5 Members of the Council 3 Non-Members of the Council). **(3 non-member vacancies)**

11. To Elect a Chairperson for the following Committee;

- **Footpaths and Open Spaces Group**

12. Signatories

In line with Committee Terms of Reference all members of the Finance Committee must agree to become signatories. Agreement to be recorded.

13. Website Upgrade

Further to a report to Council which stated that the existing website did not meet the standards required for the Website Accessibility Regulations, the Council's existing provider has been approached for a quote for an updated website (attached at Item 13). An example of a recent upgrade by 2commune can be seen at <https://www.belpertowncouncil.gov.uk/>

Councillors should note that should this proposal be agreed, funds would need to be allocated as there is no money in either the 2021/22 budget or earmarked reserves for this project.

14. Freeport Meeting Update

Cllr T. Bartram to provide an update on the recent Freeport Meeting held on 21st April 2021, and any subsequent Meetings.

15. Update on S106 Projects

- a) Twyford Road Playing Field
- b) Tennis Court Refurbishment

16. Update on Little Library

To consider recent correspondence attached at Item 16.

17. To Consider a Health Initiative Proposal Using Outdoor Gym (Cllr I. Walters)

18. Bowls Club Mower

Further to Minute Number 130421/19, further enquiries have been made in regard to the bowls club mower, and an independent supplier has advised that with the fault, it may be worth anything from nothing to around £135.00. Fully refurbished ones have been selling for up to £550.00 but it would need more spending on it to get it refurbished professionally. The value, if any, would also depend on if there was any life left in the cylinder

19. Correspondence

- a) Email received regarding the Outdoor Gym installation (attached at Item 19).

20. Exclusion of the Press and Public

Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the Meeting due to the confidential nature of the business to be transacted.

21. Correspondence

- a) Email received from resident regarding a Memorial (attached at Item 21)

22. Recruitment of a Parish Clerk (Exempt as this is a personnel matter)

To receive a verbal update on the recruitment of a permanent Parish Clerk/RFO.

23. Meeting close