

# **Winkleigh Parish Council.**

## **Notice is hereby given that a meeting of the Parish Council will be held on Wednesday 26<sup>th</sup> January 2022 at 7.30pm at Winkleigh Community Centre.**

All Councillors are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted as set out hereunder.

Members of the public are welcome to attend.

### **Covid-19 Safety Protocol:**

- Please do not attend if you have Covid-19 symptoms or have been told to self-isolate.
- Please respect the personal space of others in attendance and remain seated while the meeting in progress.
- National Covid-19 Guidance can be found online at <https://www.gov.uk/coronavirus>

### **A) PUBLIC PARTICIPATION: (does not have number as not formally part of the meeting.)**

**Members of the Public – 3 minutes per person, maximum session time 20 minutes**

Members of the public are invited to speak on issues on this Agenda, raise issues for future consideration, or other matters which the council has some control over during this item. Members of the public may not speak during other items unless invited to at the Chair's discretion.

**B) County Councillor Saywell – to receive report from Devon County Council (DCC)**

**C) District Councillor Newton – to receive report from Torrridge District Council (TDC)**

## **AGENDA**

### **1.1.22: Welcome: (Chair)**

Chair to formally open the Meeting and inform the meeting if an audio recording is being taken.

### **2.1.22: Apologies for Absence to be received and considered for approval (Chair)**

### **3.1.22: Declaration of Interests (Chair)**

Cllrs are invited to declare any interests they may have in items on this agenda, including the nature of the interest. Cllrs are reminded of their responsibility to keep their Register of Interests updated.

### **4.1.22: Minutes of Previous meetings: (Chair) Draft minutes can be found on the website.**

Cllrs to consider the approval of Minutes of the Extra-ordinary meetings held:

- a) 22<sup>nd</sup> December 2021
- b) 12<sup>th</sup> January 2022

### **5.1.22: Current & New Business:**

#### **a) Liaison with developers for Townsend Hill estate (Chair)**

Cllrs to discuss the proposed liaison with the developers on the Townsend Hill estate.

#### **b) Locum Clerks report on emails (Clerk)**

Cllrs to hear from the Locum Clerk (LC) on practicalities on email addresses and various risks,

#### **c) Submission for Distinctly Winkleigh (Clerk)**

To consider for approval the LC's submission to Distinctly Winkleigh (see dated supporting document).

#### **d) Purchase of recording device and case (Chair)**

Cllrs to discuss the purchase of a recording device and case for the use of Council meetings to assist with minute taking (see dated supporting document)

Power to Spend: LGA 1972 S.111

#### **e) Request for refreshments at Council meeting (Cllr Goldsworthy)**

Cllrs to discuss Cllr Goldsworthy's request that the Council provide tea and coffee for members of the public, paid for by the Council.

Council to also identify the legal power for expenditure.

f) **Formation of working groups for Planning Applications, and for Jubilee preparations (Chair/Cllr Findlay)**

Cllrs to discuss the formation of a working group external to the Council pursuant to planning applications that are submitted to the Council for approval, and to discuss the formation of a group to prepare the Queen's Platinum Jubilee celebrations. Membership for both to be approved at the next Council meeting.

g) **Locum Clerk and Chairman training courses**

Cllrs to discuss approval for payment of training courses for the Locum Clerk and Chairman to undertake. [see supporting document title]

Power to Spend: LGA 1972 S.111

**6.1.22: Date for Annual Parish Meeting**

Cllrs to consider approval for the Annual Parish Meeting to be set for the 6<sup>th</sup> of April 2022 and to discuss possible guest speaker.

**7.1.22: Financial Matters**

Cllrs to consider financial schedule as presented at the meeting.

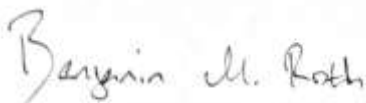
**8.1.22: Cllrs Verbal reports not requiring discussion or resolution and future agenda items.**

Councillors are reminded that this is not an opportunity for debate or decision making.

**9.1.22: Next Meeting – Wednesday 23<sup>rd</sup> Feb 2022 7.30pm – Winkleigh Community Centre**

**10.1.22: Confidential matters (PART II) Public Bodies (Admission to Meetings) Act 1960 s1 (2).**

- a) Resolution required to move the Council into Part II.
- b) Cllrs to discuss Confidential Staffing Matters. (Chair) *contains sensitive information under employment law.*
- c) Consideration of letter of regret (Cllr Findlay) *contains sensitive information relating to Inspection reports.*
- d) Chair to return the meeting to public session to hear resolutions



(Locum Clerk to Winkleigh Parish Council) Published: 20<sup>th</sup> January 2022