

PARISH COUNCIL MEETING

Wednesday 5th December at 7.30pm

STAKEFORD AND BOMARSUND SPORTS AND SOCIAL WELFARE CENTRE

Agenda – Part 1

1. **To accept apologies for absence** and to remind members that any Member not attending a meeting of the Council for six consecutive months without a proper reason will be deemed to be no longer a member of the Parish Council.
2. **Members will identify any declarations of disclosable pecuniary and other registerable interest(s).**
3. **Public Questions** (Please read the note overleaf).
4. **Any planning matters for consideration.**
5. **To receive and adopt the minutes of the meeting of the Parish Council held on 16 October 2018. (Page 3).**
6. **Matters arising.**
7. **To receive and note the minutes of the Finance Committee held on 17 October 2018. (Page 6).**
8. **To receive and note the minutes of the Staffing and Policy Development Committee held on 24 October 2018. (Page 8).**
9. **To receive and note the minutes of the Community Development and Environment Committee held on 14 November 2018 (Page 20).**
10. **To receive and note the minutes of the Allotment Committee held on 20 November 2018 (Page 23).**
11. **Parish Clerk's Report**
 1. **Finance Report** Members will receive a report from the RFO on expenditure made and income received since the last meeting of the Parish Council. This information will be placed on the Parish Council website.
 2. **Financial Performance to the end of the financial quarter.** Members will be asked to refer this item for consideration as part of the budget process.
 3. **Contractual obligation.** The Parish Clerk/Responsible Finance Officer has been invited to undertake delegated responsibilities by a NHS Trust. This work will not impact on his duties as the authority's Proper Officer. The Parish Clerk has a contractual obligation to report this to the Parish Council and seeks the support of members.
 4. **Training Plan.** The Parish Clerk will outline the suggested training plan for 2019.
 5. **Residents Panel.** The Parish Clerk will report on matters discussed at the Residents panel.

Agenda – Part 2. Members will be asked to consider if there are matters that in consideration of Standing Order 46a and because of their special and confidential nature, require the exclusion of press and public.

1. **Consideration of any matters referred from Agenda Part 1.**
2. **Grants.** Members will consider requests for grants from community groups.

Notes to be read in connection with Agenda Items 2 and 3

Note for the Public - The meeting will commence with a public session at which any resident of the Parish may raise topics for discussion. The length of the public session, normally fifteen minutes, is at the discretion of the Chairman. Any resident may speak once on a subject and they are requested to avoid duplication as far as possible when speaking on a subject. Councillors are not allowed to participate, other than by asking direct questions for clarification.

It is not the Council's custom to respond during the public session. Where appropriate the Chairman will inform the resident of the action to be taken, that is, passed to a Committee; go on the next agenda; or the points will be taken into consideration if already on the agenda

Note re Declarations of interest – Members are required to disclose personal and prejudicial interests relating to any matters to be considered at the meeting. The disclosure must include the nature of the interest. An interest must also be disclosed in the meeting if it only becomes apparent to the member during the meeting.

If a member who has declared a personal interest then considers the interest to be prejudicial he/she shall declare that, and, after making any representations, answering questions or giving evidence relating to the business, the member shall withdraw from the room for the remainder of the item to which the interest relates.

David L Nicholson JP
Parish Clerk/Responsible Finance Officer
26 November 2018