

WOOLSTON PARISH COUNCIL

To Members of Woolston Parish Council

Date 21 May 2021
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WOOLSTON PARISH COUNCIL WEDNESDAY 26 MAY 2021 AT 6.30PM WOOLSTON CHURCH OF THE ASCENSION, WARREN LANE

Members of the public can access this meeting by following the link to the conference call system:

Dial: 0333 0164 757

Room number: 89842662#

Guest pin: 2204#

AGENDA

Part 1

Items during the consideration of which the meeting is expected to be open to members of the public (including the press) subject to any statutory right of exclusion.

1. Election of Chairman

To elect the Chairman of the Council and to receive the Chairman's Declaration of Acceptance of Office.

2. Election of Vice Chairman

To elect the Vice Chairman.

3. Result of elections – 6 May 2021

Clerk to report the results provided by the Returning Officer and on the making of the declaration of acceptance of office by members.

(Each councillor must make his or her declaration of acceptance of office at or before the first meeting after he or she is elected unless the Council permits it to be made at or before a later meeting. This applies also to the declaration of acceptance of office by the chair or vice chair).

4. Co-option of members to fill vacancies in the West Ward

The results provided by the Returning Officer require that the three vacancies in the West Ward are to be filled by co-option.

5. **Apologies for absence**

To receive any apologies for absence.

6. **Code of Conduct - declarations of interest
Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012**

Members are invited to declare any disclosable pecuniary or non-pecuniary interest which they have in any item of business on the agenda as required by the Council's Code of Conduct for Members and by the Localism Act 2011 no later than when the item is reached. Declarations are a personal matter for each Member to decide.

7. **Minutes of the previous meetings**

- a) To confirm as a correct record the minutes of the meeting held on 29 April 2021 (enclosed).
- b) To note the signing by the Chairman of the minutes of virtual meetings held on 13 July, 19 August, 30 September, 4 November, 9 December 2020 and 18 January, 17 February and 23 March 2021.

8. **Review of the terms of reference for committees 2021-22, including any delegation of powers, and to appoint the Chairman and members to serve on the undermentioned committees**

- a) Environment and Amenities
- b) Finance and General

Report of the Clerk (enclosed).

9. **Appointment of any new committees**

To consider the appointment of any new committees.

10. **Review of procedures**

To authorise the Finance and General Committee to review the following:

- a. Review of arrangements (including legal agreements) with other local authorities, not-for-profit bodies and businesses;
- b. 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;
- c. Review of inventory of land and other assets including buildings and office equipment;

- d. Confirmation of arrangements for insurance cover in respect of all insurable risks;
- e. Review of the Council's and/or staff subscriptions to other bodies;
- f. Review of the Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation;
- g. Review of the Council's policy for dealing with the press/media;
- h. Review of the Council's employment policies and procedures;
- i. Review of the Council's expenditure incurred under s.137 of the Local Government Act 1972 or the general power of competence.
- j. Review of the Council's complaints procedure;
- k. Review of standing orders, financial regulations and risk assessment;
- l. Review of the Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation;
- m. Review of the Council's policy for dealing with the press/media;
- n. Review of the Council's employment policies and procedures;
- o. Review of the Council's expenditure incurred under s.137 of the Local Government Act 1972 or the general power of competence.

11. **Review of representation on or work with external bodies, arrangements for reporting back and appointment of representatives in respect of the following bodies:**

- 1. New Cut Heritage and Ecology Trail Group
- 2. Friends of Woolston Park
- 3. Public Rights of Way Forum
- 4. Other bodies

12. **Committee matters**

To determine matters relating to the undermentioned committees:

Environment and Amenities Committee

- a) Parish Path warden scheme – appointment of Path Warden
- b) Development of “old Billy” scheme.
- c) Woolston Playing Fields – renewal of management arrangements with the Borough Council.

Finance and General Committee

- a) Revised Code of Conduct from the Borough Council (enclosed);
- b) Approval of changes to bank mandates.

13. **Calendar of Council and committee meetings**

To determine the time and place of ordinary meetings of the full council and standing committees up to and including the next annual meeting of the full council. Draft calendar of meetings (enclosed).

14. **Matters of report from previous minutes**

To receive any progress reports.

15. **Policing of Woolston – community liaison report**

To receive a report from the Police Community Support Officer.

16. **Borough Council business**

Borough Ward Councillors to report.

17. **Correspondence – consultation and information**

Clerk to report.

18. **Planning Applications**

To consider:

1. relevant planning applications and appeals submitted for comment by the Borough Council and to confirm any comments submitted since the last meeting of the Council.
2. result of any planning appeals.

19. **Business raised by Council Members**

To consider items raised by Members of the Council.

20. **Accounts**

To approve the payment of accounts.

Part 2

Items of a confidential nature of business to be transacted or for some other special reasons stated in the resolution during which it is likely that the meeting will not be open to the public and press in accordance with the provisions of the Public Bodies (Admissions to Meetings) Act 1960.
Nil.