

WILLINGTON PARISH COUNCIL

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NOTICE OF MEETING

MEETING:	WILLINGTON PARISH COUNCIL
DAY/DATE/TIME:	TUESDAY 21st JULY 2020 at 7.30pm
VENUE:	VIDEO CONFERENCE VIA ZOOM.

As permitted by the Local Authorities (Coronavirus) (Flexibility of Local Authority Police and Crime Panel Meetings) (England and Wales) Regulations 2020 No.392 this meeting will be conducted "online".

Any members of the public who also wish to attend on this basis please contact the Clerk so that arrangements may be made for them.

THE MEETING WILL BE HELD ONLINE USING "ZOOM" SOFTWARE.

If you wish to attend the online meeting you need:

- 1) an internet connection or a telephone connection (voice only)
- 2) to email the Clerk for simple instructions

If you wish to speak during the Public Session, please advise the Clerk in your email.

AGENDA

1. APOLOGIES AND REASONS FOR ABSENCE

2. DECLARATION OF INTEREST AND DISPENSATIONS

- a. To consider new written requests for Dispensations for Disclosable Pecuniary Interests and where appropriate grant any requests
- b. To receive any "Pecuniary Interest", "Outside Body Interest", or "Family, Friend, or Close Associate Interest" from Councillors on any items on the agenda

3. OPEN FORUM – The Council Meeting will be suspended to allow members of the Public to make comment and raise questions. (normal allocated time of 15 minutes)

4. APPROVAL OF THE MINUTES OF THE MEETINGS HELD ON

- a. 19th May 2020
- b. 9th July 2020.

5. REPORT ON ACTIONS FROM THE MINUTES OF THE MEETING HELD ON 29th MAY 2020 NOT COVERED BY THE AGENDA

- a. Installation of permanent speed display devices in Willington – update (previous minute 20/019).
- b. Reducing the speed limit on Willington Road to 30mph – update (previous minute 20/020).
- c. Councillors' declarations of interests (previous minute 20/0087.3) – update

- d. Social Housing Allocation – obtaining the full set of documentation for Brunswick Cottages – update (previous minute 20/014.2)
- e. Insurance renewal – confirmation that the Council's insurance has been renewed with Came & Company (previous minute 20/028)

6. PLANNING MATTERS

a. NEW APPLICATIONS

To consider the following applications and any others received since the publication of this agenda. No applications have been received up to the date of publication of this agenda.

b. PREVIOUS APPLICATIONS

To note the planning applications # 3 & 4 listed on the planning register including comments have been submitted since the last meeting and any enforcement matters.

7. COMMUNITY ENGAGEMENT

- a. to review future events and provide an update on the event to celebrate the launch of the village history publication
- b. to consider further proposals from Councillors for community events and initiatives.

8. COMMUNITY COMMUNICATION

- a. Management of Willington Parish Council website – update (previous minute 20/017.3)
- b. Responsibilities for the design, production and distribution of the Willington parish Council newsletter going forward - update
- c. Delivery of newsletters via e-mail or social media – update (previous minute 20/017.4)
- d. Date for delivery of newsletter during the rest of 2020 – for discussion

9. PROVISION OF A COMMUNITY HUB – for discussion.

10. PROJECTS LIST AND ACTION PLAN

To review and approve the revised formats and content, and the assignment of lead responsibilities.

11. COMMUNITY TRANSPORT – update.

12. WILLINGTON ENVIRONMENT AND TASK FORCE – update.

13. REPORT ON COUNCILLOR AND CLERK TRAINING AND DEVELOPMENT – to review of training and development undertaken (provided in supporting papers), and to agree future development and training requirements and activities (as per Training Statement).

14. ROAD, PATH & PAVEMENT MAINTENANCE

- a. Installation of S bend and 'horse-riders' warning signs on Roughlow (previous minute 20/021) – update
- b. Hedges obscuring road traffic signs
Proposal: that representatives of the Council visit the owners of the relevant hedges to ask them to cut back their hedges.

15. CHESHIRE COMMUNITY ACTION SUBSCRIPTION

Proposal: that the Council does not subscribe to CCA for 2020-21. The cost is £20.00.

16. THANK YOU TO PREVIOUS CHAIRMAN – for discussion.

17. SCHEDULE OF COUNCIL DOCUMENTS AND REGULATIONS

The following table shows that two documents need to be reviewed in the light of recent changes. The Clerk has reviewed them and is recommending the actions noted below.

Policy	On OneDrive (Y/N)	On website (Y/N)	Date Agreed	Date Last Reviewed	Next Review	Recommended Action
Financial Standing Orders	Yes	Yes	Jul-19	Jul-19	Sept-20	Approve the updated financial standing orders.
Volunteer Procedure	N	N	-	-	-	Approve the new procedure for managing volunteers working on Council events.

18. CLERK'S REPORT/CORRESPONDENCE

E-Mail Correspondence

The following have been forwarded to Councillors via e-mail and are not shown elsewhere on the agenda – listing these items below provides Council with the opportunity to comment on them:

- a. Cheshire Association of Local Councils e-bulletins
- b. Cheshire Police Tarvin and Kelsall Wards – Parish Council Newsletter
- c. Cheshire Police Alerts
- d. Vision ICT web analytics for www.willington.org.uk website
- e. Public Health Monthly briefings
- f. Various invitations to conferences, training sessions and briefings.

19. FINANCIAL MATTERS.

- a. Payments between meetings
- b. Payments to be authorised
- c. Direct Debits
- d. Payments due before the September 2020 Council Meeting
- e. Management Accounts – review and approval of accounts to 30th June 2020.

20. EMPLOYMENT MATTERS

To note that the Clerk will revert to 5 hours per week as contracted now that volunteers have come forward for management of the website and newsletter.

21. ITEMS OF INTEREST FOR NEXT AGENDA

22. DATE OF NEXT MEETING

Confirmation that the next meeting will be held on Tuesday 29th September 2020.

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