

WHESSOE PARISH COUNCIL

You are summoned to attend the November meeting of the WHESSOE PARISH COUNCIL which will be held on **MONDAY 23RD MARCH 2020** at 7:00PM in WHESSOE PARISH HALL for the purpose of transacting the business listed in the agenda below.

AGENDA

Item	Subject	Owner	Time
	Public participation <ul style="list-style-type: none"> • Residents are invited to give their views and comments to the Parish Council on issues on this agenda. 		
1	Introductions: <ul style="list-style-type: none"> • Apologies: to receive apologies and approve reasons for absence. 	SG	
2	Declarations of interest: <ul style="list-style-type: none"> • To notify of any item on the agenda in which you may have an interest 	All	
3	Minutes of meeting held on 11th January 2020 <ul style="list-style-type: none"> • To approve and sign the minutes as an accurate record • Update on action points 	All Clerk	5 mins
4	Planning <ul style="list-style-type: none"> • Log of current planning applications – to note the latest position. 	Clerk	5mins
5	Emergency Provisions under Section 101 of Local Government Act 1972 <ul style="list-style-type: none"> • To discuss and resolve that in the event that the Council cannot meet to resolve matters of the Council that all decision making be delegated to the Clerk to ensure that the Council can keep ticking over. 	All	10 mins
6	Parish Councillor vacancies <ul style="list-style-type: none"> • Co-opt following resignation of Michael Joyce - update 	Clerk	5 mins
7	Clerk and Responsible Finance Officer <ul style="list-style-type: none"> • Training - update 	Clerk	5 mins
8	Finance <ul style="list-style-type: none"> • Finance and Budget Statement to End of February • Bank Reconciliation • Bank Mandates – progress • Budget Setting: To approve the budget plan for 2020-23 based on the sub-committees draft plans for expenditure for the next three years. • Asset Register – to review and approve the register 	Clerk Clerk Clerk All All	20 mins
9	Policies To review and approve the following policies: <ul style="list-style-type: none"> • Financial Regulations V4 – circulated 26.2.20 • Standing Orders V3 – circulated 26.2.20 • Code of Conduct V3 – circulated 26.2.20 • Equal Opportunities Policy V1.1 – circulated 15.3.20 • Data Protection Policy V2.1 – circulated 15.3.20 	All	10 mins

	<ul style="list-style-type: none"> • Risk Management Policy and Plan V2.1 – circulated 15.3.20 • Records Management, Management and Retention Policy V2.1 – circulated 15.3.20 		
10	General Data Protection Regulation <ul style="list-style-type: none"> • Update on Action Log 	Clerk	5 mins
11	Correspondence	Clerk	5 mins
12	Marketing and Social Media <ul style="list-style-type: none"> • New website – progress 	Clerk	5 mins
13	Council Matters <ul style="list-style-type: none"> • Local Council Award Scheme – progress • Equal Opportunities Policy - Councillor Training 	Clerk FM	5 mins 15 mins
14	Forward and Backward Look <ul style="list-style-type: none"> • Feedback from Meetings/Events/Training • Future Training – Clerks and Councillors • Future Events 	All Clerk Clerk	5 mins
15	Whessoe Parish Hall Committee <ul style="list-style-type: none"> • Minutes of last meeting(s) • Update from Parish Hall Committee • Newsletter • Contracts – update • Hall Bookings – update 	Clerk SG SG Clerk Clerk	10 mins
16	Whessoe Parish Hall Social Committee <ul style="list-style-type: none"> • Minutes of last meeting(s) • Update from Social Committee 	FM FM	5 mins
17	Next Meeting <ul style="list-style-type: none"> • Parish Council Annual Meeting Scheduled for Monday 18th May 2020 • Annual Parish Meeting Scheduled for Monday 18th May 2020 NOTE: The Women’s Institute has the hall booked on this evening.	All	

CONTACT

Signed:

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The Press and Public are very welcome to attend this meeting.