

CUBBINGTON PARISH COUNCIL

Clerk to the Council:

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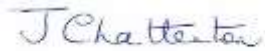
www.cubbington.org.uk

21st October 2021

Dear Councillor

You are hereby summoned to attend the meeting of Cubbington Parish Council being held on 28th October 2021 at 7:00pm, held at the Village Hall, Broadway, Cubbington. If you are unable to attend, please forward your apologies to the Clerk.

The meeting is open to the press and members of the public who are welcome to attend all or part of the meeting but may only speak during the allocated time as listed under agenda item 5 below. The public may ask questions or raise concerns regarding matters on this agenda or for future consideration. There is no expectation on the council to respond to any comments made at this time.



Jane Chatterton PSLCC

Clerk & RFO to the Parish Council

Members of the public and press are welcome to attend

A G E N D A

1. **Apologies:** To receive apologies and approve reasons for absence
2. **Declarations of Interest:**
 - (a) Councillors are reminded of the need to keep their Register of Interests form up to date
 - (b) To declare any Disclosable Pecuniary Interests in agenda items and their nature
 - (c) To declare any Other Disclosable Interest in items on the agenda and their nature
 - (d) Written requests for the council to grant a dispensation (s33 of the Localism Act 2011) are to be lodged with the clerk in advance of the meeting
3. **Minutes of previous meeting:**

Recommendation: To approve minutes of the Parish Council Meeting held on 23rd September 2021
4. **Matters Arising not listed on the agenda**
5. **Public participation:** To adjourn to allow public participation.

Members of the public may not take part in the Parish Council meeting and the Parish Council cannot pass a resolution on matters raised during public participation that are not on the agenda. Residents are invited to give their views and raise questions to the Parish Council. Please keep to two minutes or less to make your point. If you wish items to be on the agenda you may raise them with a Councillor or the Clerk at least a week before each meeting, or for the next agenda during Public Participation.
6. **Correspondence**

Recommendation: discussion
7. **Chairman's Report**

Recommendation: Receive/note the Chairman's Report

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8. Councillors Reports in brief

Recommendation: Receive/note updates from:

- Cllr Saul - Community services
- Cllr Saul – Pavilion Committee
- Karen Meggitt – Village Hall

9. District and County Councillors Reports for information

Recommendation: Receive reports from:

WDC Councillors; Cllr Pam Redford and Cllr Trevor Wright and WCC Councillor; Cllr Wallace Redford
WDC Councillors; Cllr Alan Boad and Cllr Phil Kohler, Daniel Russell and WCC Councillor; Cllr Sarah Boad

10. Highways and Police

Recommendation: Receive updates

11. Finance

11.1 payments PAID since the last meeting:-

2021-22

DATE	REF	DETAILS	EXPENDITURE
16.09.21	E142	Flowers	£42.98
16.09.21	E143	J Chatterton Clerk Salary September	DPA
16.09.21	E144	J Chatterton postage, and printer ink	£140.12
16.09.21	E145	HMRC tax and NI for Clerk	DPA
16.09.21	E146	WCC Pension Sept Employee & Employer Contribution	DPA
16.09.21	E147	Metcalfe Timer & Builders Merchants	£1,125.57
30.09.21	E148	Bank Charges Account 1	£18.00
13.10.21	E149	J Chatterton Bulbs for Sensory Garden	£93.98
13.10.21	E150	J Chatterton reimbursement Office 365	£59.99
13.10.21	E151	Mr D O'Donnell reimbursement bulbs	£15.10
14.10.21	E152	B&PS See Statement 30 09 21 various invoices	£637.46
14.10.21	E153	SPS Monthly Payroll - September	£12.00
14.10.21	E154	DS Wagstaff invoice 4302	£665.00
14.10.21	E155	B&PS 1/2118206 compost	£54.00
14.10.21	E156	Zurich - uplift for new equipment & Christmas	£217.03
14.10.21	E157	J Chatterton web hosting reimbursement	£5.99
14.10.21	E158	Mr G Willoughby invoice 00038 Sept	£130.00
14.10.21	E159	Mr I Hodges - reimbursement tools	£21.99
14.10.21	E160	Mr I Hodges - reimbursement poppy wreath	£40.00
15.10.21	E161	J Chatterton - Salary October	DPA
15.10.21	E162	HMRC tax & NI for Clerk October payment	DPA
15.10.21	E163	WCC Pension Oct Employee & Employer Contribution	DPA
19.10.21	E164	TSS Surveyors Ltd Pavilion Survey	£650.00
19.10.21	E165	J Chatterton reimbursement INK & OAP Grant	£233.28
19.10.21	E166	J Chatterton Reimbursement laptop battery	£49.94
19.10.21	E167	TYCO Integrated Fire & Security CCTV equipment	£7,400.00

INCOME

30.09.21	R	WDC Half Year Precept	£25,695.00
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11.2 Bank Reconciliation 30th September 2021

Recommendation: Receive an approve

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12. Budget 2022-23

Recommendation: Discussion

13. Planning Matters

Recommendation: Discuss any planning matters

14. Neighbourhood Plan

Recommendation: Receive an update

15. HS2 Update

Recommendation: Receive an update

16. Governance

Recommendation: Approve the following policies:

- 16.1 Community Engagement Policy
- 16.2 Complaints Policy
- 16.2 Vexatious Complaints Policy
- 16.3 Risk Assessment Policy
- 16.4 Data Protection Policy
- 16.5 Equal Opportunities Policy
- 16.6 GDPR Privacy Notice
- 16.7 Health & Safety Policy

17. Remembrance Sunday

Recommendation: Discussion

18. Christmas activities

Recommendation: Discussion and update

19. ANPR Cameras

Recommendation: discussion and establish a working party

20. Updates to the Pavilion

Recommendation: receive an update

21. CCTV update

Recommendation: Receive an update

22. CIL Fund projects

Recommendation: discussion

23. Meeting Dates 2022

Recommendation: approve dates for Parish Council meetings 2022

24. Councillor's reports and items for future Agenda:

Councillors are requested to use this opportunity to report minor matters of information (this is for matters which come up after the agenda is published) or action, not included elsewhere on the Agenda, and to raise items for future Agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.

25. Date of the Next Meeting

To confirm the date of the next meeting as **Thursday 25th November 2021 at 7:00pm**