

SOUTH WINGFIELD PARISH COUNCIL

6 October 2023

To: The Chair and Members of South Wingfield Parish Council

Dear Councillor

You are summoned to attend the meeting of South Wingfield Parish Council to commence at 7.00pm on Thursday 12th October 2023 at the Parish Room, South Wingfield.

Yours sincerely

A handwritten signature in black ink, appearing to read 'K. Furby', with a small dot at the end of the line.

Katherine Furby

Clerk and RFO
South Wingfield Parish Council

**SOUTH WINGFIELD PARISH COUNCIL
PARISH COUNCIL MEETING
12th October 2023**

AGENDA

Statutory Requirement at each meeting:

- a) Check fire escapes and fire alarms
- b) Advise on fire escape procedures and meeting place

1 To receive Apologies for Absence

2 Variation of Order of Business (if any)

3 Declaration of Members' Interest

Please note:-

(a) Members must ensure that they complete the Declarations of interest sheet prior to the start of the meeting and must indicate the action to be taken (i.e. to stay in the meeting, to leave the meeting or to stay in the meeting to make representations and then leave the meeting prior to any consideration or determination of the item).

(b) Where a Member indicates that they have prejudicial interest, but wish to make representations regarding the item before leaving the meeting, those representations must be made under item (c) of the Public Speaking.

The Declarations of Interests will be read out from the Declarations Sheet, members will be asked to confirm that the record is correct.

4 Public Speaking – (15 minutes)

(a) A period of not more than fifteen minutes will be made available for members of the public and Members of the Council to comment on any matter. Where a Member indicates they have a prejudicial interest, but wish to make representations regarding the item before leaving the meeting, those representations must be made under item (c) below. (if the item to which representations or comment were made by a Member is on the Agenda the Member must declare that interest again and withdraw from the meeting during consideration of that item).

(b) If the **Police Liaison Officer, a County Council or Borough Councillor** is in attendance they are to be given the opportunity to raise any relevant matter.

(c) Members declaring a prejudicial interest who wish to make representations or give evidence under the Code of Conduct relating to Agenda items should do so at this point in the proceedings.

5 To Approve and Sign the Minutes of the Meeting held on 13th September 2023

6 To determine which items from the Agenda, if any, should be taken with the public excluded.

If the Council decides to exclude the public it will be necessary to pass a resolution in the following terms:-

"That in view of the confidential nature of the business about to be transacted it is advisable in the public interest, that the press and public be temporarily excluded and they are instructed to withdraw,"

7 Clerks Report

- (a) Community Food Provision – Update
- (b) Public Toilet – Update
- (c) Market Place Bus Shelter – Update

- (d) Oakerthorpe Traffic Issues – Discussion
- (e) High Road Playground – Update on S106
- (f) Councillor Co-Option – Update
- (g) Parish Room Valuation – Update
- (h) Memorial Service – Update
- (i) Christmas Tree & Lights – Update
- (j) Allotments – Update
- (k) Incidents – Report
- (l) Christmas Newsletter – Discussion
- (m) Church Bridge – Footpath Safety Suggestions
- (n) SIDS – Discussion of available funding

8 Matters for Approval

- (a) Approval to spend up to £200 on works at the allotment

9 Finance and Banking

- (a) Banking – Up to 30th September 2023 Bank Reconciliation (Period 6 – 2023/24)
- (b) Appendix A – Payment schedule for approval
- (c) Budget Review – Discussion

10 Chair’s Announcements

- (a) Announcements

11 Village Maintenance

- (a) Requirements

12 Footpaths

- (a) Footpath Report – Update

13 DALC Circulars

- (a) Circulars for September 2023 – Circulated

14 Neighbourhood Plan

- (a) Update
- (b) Land Elevation Project – Discussion and appointment of Councillor to the project

15 Planning Applications

- (a) Previous Application - AVA/2022/1086 Lane Farm, 11 High Road South Wingfield – application refused, appeal has been made.
- (b) Planning applications for this period to consider: No applications at time of agenda.

16 Employment Matters

- (a) Any employment matters

To move the following resolution – “That in view of the confidential nature of the business about to be transacted (in respect of the personal situation of an employee which could result in legal proceedings) it is advisable in the public interest, that the press and public be temporarily excluded and they are instructed to withdraw.”

Date of next parish meeting: Parish Council Meeting – Thursday 9th November 2023 at 7.00pm