



Clerk: Mrs. Ruby Cole
32 Old Road
Walgrave
NN6 9QW

Tel: 07881 458801 / 01604 781834
Email: clerkweekleypc@gmail.com
Website: www.weekleyparishcouncil.co.uk

Date: 17th November 2021
To: All Parish Councillors
From: Mrs R Cole, Clerk to Weekley Parish Council

Dear Councillor,

You are hereby summoned to attend the full Parish Council meeting to be held on **Tuesday 23rd November 2021** at 7.00pm at **Weekley Village Hall**, Church Lane, Weekley NN16 9UP when the under mentioned business will be transacted.

AGENDA

- 21/063 Apologies:** *To receive and approve apologies for absence*
- 21/064 Public address to the council:** *Members of the public are invited to address the council. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representation through the chairman of the meeting.*
- 21/065 Minutes of the last meeting:** *To receive and approve for signature the minutes of the full Parish Council Meeting held on **Tuesday 17th August 2021***
- 21/046 To receive declarations of interest under the Council's Code of Conduct related to business on the agenda:** *Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting room during the transaction of that item of business).*
- 21/047 Review Actions Outstanding:** *To receive reports on actions outstanding from previous minutes*
- 21/048 Correspondence:** *To note correspondence received and agree actions arising Weekley Churchyard:
Washwell Lane Bungalows - Car Park:*
- 21/049 Planning:** *To discuss new planning applications and agree response - updated planning history attached*
- 21/050 Defibrillator:** *To receive update on grant funding*
- 21/051 Councillor Training:** *To note dates of councillor training courses, previously circulated*
- 21/052 CiLCA:** *NCalc are offering **five** clerks **50%** off the CiLCA (Certificate in Local Council Administration) training fee for 2022 which is usually £495, saving £247.50. This would also mean registering with SLLC (Society of Local Council Clerks), which is £410.00. Clerk is interested in applying for this course and would like council to consider a 4 way split with the other three council she clerks for. This would bring the cost down to £168.38 over 2 years. Details circulated to councillors*
- 21/053 Community Payback:** *To receive update*
- 21/054 Village Spring Clean/Litter pick:** *To consider dates*
- 21/055 Plant a Tree for the Jubilee:** *To receive update*
- 21/056 Queens Platinum Jubilee:** *To receive update*
- 21/057 Electric Charging Points:** *To discuss parish council involvement*
- 21/058 Vas Maintenance:** *To discuss and agree renewal of warranty*

- 21/059 Policies:**
 1. To adopt: Safeguarding policy
 2. To adopt: Equals Opportunity policy
- 21/060 Parish Representative Reports:** To receive updates
 Rural Forum:
 Neighbourhood Watch:

Finance

- 21/061 Payments:** To note replacement cheque to NCalc 100544 for lost cheque 100538 as per NCalc email 14/10/21. Cheque 100538 stopped by clerk. To approve and authorise cheque payments below totalling **£318.20**

| Ref | Payee | Description | Amount |
|--------|------------------|-----------------------|--------|
| 100542 | Clerk | Salary September 2021 | 100.40 |
| 100543 | Clerk | Salary October 2021 | 100.40 |
| 100545 | Boughton Estates | Poppy Wreath | 17.00 |
| 100546 | Clerk | Salary November 2021 | 100.40 |

- 21/062 To receive financial report and approve bank reconciliation:** Circulated to councillors via email. Signature required
- 21/063 Barclays Bank:** To note replacement cheque to NCalc 100436 for lost cheque 100429 as per NCalc email 14/10/21. Cheque 100429 stopped by clerk. To receive update
- 21/064 Bank Balance:** To receive and approve balance at bank and reconciliation. Signature required
- 21/065 Draft Budget:** To confirm remaining 21/22 budget
- 21/066 Precept:** To approve and agree 22/23 precept

The Public and Press will be excluded for the following item

- 21/067 OLB - Councillors should be familiar with the contents of the guidance received on 25th October**

The Public and Press will be readmitted

- 21/068 Next Agenda:** To request items for inclusion on the agenda for the next meeting
- 21/069 Next Meeting:** To note date of next meeting Tuesday 22nd February 2022

Signed: *Ruby Cole*

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