

# SWANNINGTON PARISH COUNCIL

Swannington Village Hall, Main Street, Swannington, LE67 8QL

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Clerk: Ms Fiona Palmer

Sir/Madam

1 February 2020

## SUMMONS TO ATTEND THE MEETING OF SWANNINGTON PARISH COUNCIL

Time/Date: **7.00 p.m. on Monday 10 February 2020**

Location: Village Hall, Main Street, Swannington, LE67 8QL

*Fiona M Palmer*

Clerk to the Council

### **Public Participation**

*Members of the public may make representations, give evidence or answer questions in respect of any matters included on the agenda. At the discretion of the Chairman the meeting may be adjourned to give members of the public an opportunity to raise other matters of public interest.*

## **AGENDA**

1. Apologies for absence to be received and accepted by the Parish Council
2. Disclosures of Interest – Under the Code of Conduct members are reminded that in disclosing an interest the nature of the interest should be clear in respect of items on the agenda
3. Police Report
  - a) Update on local issues, including crime figures
4. To confirm the minutes of the following meetings of the Parish Council:
  - a) Full Council 13 January 2020
5. Planning Applications

22/01/2020	20/00107/FUL	External works to building (retrospective application)
15/01/2020	19/01961/FULM	Hybrid planning application for development of the site comprising: full application for the change of use of land for use as a caravan site as defined by S336 of the Town and Country Planning Act, together with the construction of a fishing lake and associated works. Outline application for the rection of associated restaurant/bar/shop and office(access only)

6. Chairman's report
  - a) Cyber Crime and fraud conference

7. Clerk's report
  - a) 40mph Speed limit has now been imposed on part of Spring Lane
  - b) LCC quarterly clerk's meeting
  - c) Parish Liaison meeting
  - d) Meeting with development for Foan Lane site – Mr Draycott has been invited to March Full Council meeting
  - e) Update on highway parking issues raised at last meeting
  - f) Letter from WI regarding areas of concern regarding their use of the Village Hall
  
8. Councillors' Reports, including reports from LCC and NWLDC councillors
  - a) VAS signs, including latest data results
  - b) Website usage
  - c) Neighbourhood Plan
  - d) HS2 update
  - e) Any others
  
9. To Accounts
  - a) To approve payments scheduled for February 2020 including the payment for wages February
  - b) To review and receive receipts for February 2020
  - c) To review and approve bank statements and bank reconciliation for February 2020
  
10. To ratify the decision to:
  - a) Purchase a new telephone for the Clerk to the Council
  - b) To approve works mentioned at previous meeting to undertake to allotment hedges on Station Road
  
11. To discuss various grounds works that need undertaking for the next season, so that a tender document can be drawn up
  
12. Audit – Annual review of key council policies and procedures
  - a) Code of Conduct
  - b) Standing Orders
  - c) Statement of Internal Control and Review of Effectiveness of Internal Control
  - d) Financial Regulation's
  - e) Risk Assessment and Management
  - f) Freedom of information – Core Classes and Model Publication Scheme
  - g) Complaints Procedures
  - h) Equality Policy
  - i) Dignity at work/bullying and harassment
  - j) Lone and Homeworkers
  - k) Disciplinary and Grievance
  - l) Data Protection
  - m) Asset Register
  - n) Insurance arrangements
  - o) Financial Reserves
  - p) Health and Safety
  - q) Councillors to re-confirm acceptance to receive meeting invites by email
  
13. Planning Permissions

12/04/2017	17/00451/OUT	Reserved matters application for the erection of one dwelling, details of access, appearance, landscaping, layout and scale for land rear of 20 Spring Lane	We don't like this as it is backland development, but development was permitted at no 22 so how can you refuse it!	Approved
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14. Exclusion of the Public

To exclude the Press and Public from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960 on the grounds that publicity in respect of the following item would be prejudicial to public interest by reason of its confidential nature

15. Village Hall matters

16. Charity matters

17. Staff matters

**REMINDERS:**

**Diary Notes:**

Full Council – 9 March 2020

***Cheque signing rota for February – Cllrs S Concanon and H Foster***