



Curtlee Hill, Wootton, NN4 6ED

Tel: 01604 705055 Email: clerk@woottonparishcouncil.gov.uk

www.woottonparishcouncil.gov.uk

To: All Parish Councillors

You are hereby summoned to attend the **Annual** meeting of **Wootton Parish Council** to be held at **Wootton Community & Sports Centre, Curtlee Hill, Wootton, NN4 6ED** on **Wednesday 15th May** commencing at **6.30pm** for the purpose of transacting the following business. Members of the public and press are invited to attend.

Issued by:

Date: 2nd May 2019

Tina Charteress

Agenda

- 091/19 To elect the Chairman of Wootton Parish Council
- 092/18 To elect the Vice-Chairman of Wootton Parish Council
- 093/18 To receive apologies
- 094/18 To adopt the following policies:
- Standing Orders
 - Financial Regulations
 - Complaints
 - Equal Opportunities
 - Internal Control
 - Health & Safety
 - Governance Risk Assessment
 - Building Risk Assessment
 - Fire Risk Assessment
 - Voluntary Litter Pickers Risk Assessment
 - Terms of Reference for the Finance & Community Centre Committee
 - Terms of Reference for the Community Centre Extension Committee
 - Data Protection Policy
 - Records Retention Policy
 - Data Breach Policy
- 095/18 To appoint Members to the Finance & Community Centre Committee
- 096/18 To appoint Members to the Community Centre Extension Committee
- 097/19 To receive and approve for signature the minutes of the meetings held on 20th March 2019
- 098/19 To note any matters arising from the minutes not included on this agenda for report only
- 099/19 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 during the transaction of that item of business.)

100/19 **To receive requests for dispensation** – requests for dispensation must be made to the Proper Officer in writing

101/19 **Police and Public Session**

To receive a report from the Police on local issues.

(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. Representations shall not require a response at the meeting nor start a debate. Members of the public should address the chairman of the meeting, who may direct that a written or oral response be given.)

102/19 **To receive the Clerk’s report**

103/19 **Finance & Administration**

- a To approve the payments made between 16th April 2019 – 2nd May 2019
- b To receive the bank balances for the end of April 2019
- c To receive the Actuals vs Budget report

104/19 **To Co-opt three new Parish Councillors onto the Parish Council following the resignations of Mick Jones, Kim Lever and Annabel Green**

105/19 **To discuss potential parking solutions around The Green at Farmclose Road**

106/19 **To discuss and consider having a bonfire at the firework display on Sunday, November 3rd**

107/19 **To consider re-siting the see-saw and springer at a cost of £ £1275.00**

108/19 **To consider a proposal from Air Broadband**

109/19 **To consider a Charity to receive monies from the Crisp Recycling Scheme**

110/19 **To discuss and consider placing a noticeboard on Lady Hollow Drive, Wootton Fields**

111/19 **To consider the following planning application and any further received during the Clerk’s absence:**

N/2019/0514	14 Flinters Close, Northampton	Garage conversion, first floor extension over garage and internal reconfigurations
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112/19 **Exclusion of the press & public –Due to the confidential nature of the business next to be transacted the press and public are excluded from the next item on the agenda**

113/19 **To discuss staff matters**

114/19 **To note the date of the next meeting – 19th June 2019**