

MANCETTER PARISH COUNCIL

**You are invited to the Parish Council Meeting
to be held at Mancetter Memorial Hall on Tuesday 22nd September 2020
commencing at 7pm prompt.**

Please confirm attendance with the Clerk prior to the meeting by emailing parishclerk@mancetter.org.uk or telephoning 01827 722552 so that COVID 19 risk assessment guidance can be explained.

Councillors and Members of the Public are asked to wait socially distanced outside in the car park prior to being shown to your seat.

AGENDA

1. Welcome and **Coronavirus risk assessment for meeting and venue.**
2. Chairman's request for anyone recording the meeting to make themselves known.
3. Apologies.
4. Notice of Interest.
5. **Public Question time of up to 15 minutes for Members of the Public to raise issues.**

It is advised that queries or concerns are raised with the clerk prior to the meeting to minimise time spent within the building.
6. Minutes of the last meeting
 - To formally sign the draft minutes of the meeting held on 28th July 2020.
7. Matters Arising from the minutes of 28th July 2020.
 - Traffic Calming Meeting with Warwickshire County Council.
 - Confirmation that the new email system of communication between councillors is functioning adequately and update on website changes.
 - Report on new Parish Council Laptops.
 - To seek quotations for the crown lifting of churchyard and cemetery trees and removal of tree at allotment site.
8. Report from the Police.
9. Report from County and Borough Councillors.
10. Correspondence
 - Correspondence received since the last meeting.

11. Any other Parish Business for Discussion- not covered in any other agenda points.

- To note feedback from Unitary Authority meeting on 7th September 2020.
- Future administrative and clerical arrangements for the Parish Council.
- Review Parish Council publication Schedule.
- Parish Council representation on the Mancetter Memorial Hall Trustee team.

12. Planning Matters and Current Applications

Planning Matters

- Update on building work and enforcement issues within the parish.
- Draft Local Plan comments.

Current Applications

- **PAP/2020/0439 – Little Close Quarry lane Mancetter**

Certificate of Lawfulness for erection of building and parking of construction site vehicles and Plant.

13. Finance

- A) Signing of all payments since the last meeting in accordance with the Bank mandate.
- B) Provision within reserves for COVID 19 expenditure.
- C) To discuss any budget requests outside of normal expenditure in relation to specific projects, in order to prepare for the 2021/2022 Parish Council budget and precept request.**
- D) Confirmation of new NJC pay scales backdated to April 2020.
- E) Financial approval for awarding the contract for repair and replacement of cemetery railings.

14. Cemetery and Maintenance around the Parish

Exclusion of the Public and Press

That under Section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following items of business, on the grounds that it involves the likely disclosure of exempt information as defined by Schedule 12A to the Act.

EXEMPT INFORMATION

- **Report on Cemetery Rules, Risk Assessment update and Reimbursement of prepaid Cemetery Plot.**

By reason of the reports in each instance containing information relating to an individual.

15. Footpaths

- Update on rights of way signage and paint code.
- Review of contract for Rights of Way work.

16. Date of next meeting- **Tuesday 24th November 2020 at 7pm.**

Signed E. L. Higgins

Date 17th September 2020.

Elane Higgins Parish Clerk

Mancetter Memorial Hall Old Farm Road Mancetter CV9 1QN Tel: 01827 722552 Email:

parishclerk@mancetter.org.uk