

**Councillors:** You are hereby summoned to attend the Parish Council meeting to be held at Great Wood Hall, Tean on Tuesday 22<sup>nd</sup> June, 2021 at 7.15pm for the purpose of transacting the following business.

**Members of the Public:** Public participation will be held during the formal meeting. Members of the public wishing to address the Council must make the Clerk aware of their intention to attend the meeting at least 12 hours prior to the meeting due to current government guidelines.

**06/2021/**

**1. Chairman's Welcome:**

- 1.1 Minutes silence in honour of the late Cllr Pat McGarry
- 1.2 Recording Notice (if applicable).

**2. Apologies:**

**3. Declaration of Interests:**

**4. Minutes of the annual meeting held on 7th May 2021:**

*Suspension of Standing Orders*

**5. Public Participation (for a maximum of 30 minutes):**

*Reinstating of Standing Orders*

**6. District Councillor's Announcements:**

Updates from Cllrs Hulme & Wilkinson

**6.1 BCE – Constituency Boundary Consultation**

**7. County Councillor's Announcements:**

Cllr Deaville has been invited.

**8. Actions and Updates from Previous Meetings:**

- 8.1 Tean Rec accessibility path update – Cllr Bell.
- 8.2 Checkley Play Area repairs update – Cllr McCormack
- 8.3 Well Meadow Gardens Lamppost Painting Update – Cllr Stubbs
- 8.4 Furlong/Hollington Rd Bin

**9. Covid-19 Updates:**

**10. Correspondence:**

**11. Planning Applications and Related Issues from the Planning Coordinators:**

| 11.1   | Applications for Consideration   |   |                              | Proposed Application Details                          |
|--------|--|---|------------------------------|---|
|        | SMDC No<br>* P/work not<br>rec'd from SMDC<br>in time for CPC<br>meeting | End of<br>Consultation<br>Period<br>* Ext Grant | Address                      |   |
| 11.1.1 | DET/2021/0023  | 14/07/2021                                      | Birchendale Farm, Hollington | Change of use from agricultural building to dwelling. |

**12. Financial Matters & Governances:**

- 12.1 Authorisation of cheques, monthly direct debits and any other financial issues pertaining to the parish accounts.
- 12.2 Councillors will have copies of reconciliation and precept information.
- 12.3 Review of all PC policies and risk assessments - <https://www.checkleyparishcouncil.co.uk/financials/>

|        |  |
|--------|--|
| 12.3.1 | <a href="#">Annual Christmas Lights Switch on Risk Assessment</a> – Adopted by the Council 16th October 2018 (Reviewed Annually) |
| 12.3.2 | <a href="#">Cemetery Risk Assessment</a> – Adopted/Reviewed September 2020   |
| 12.3.3 | <a href="#">General Finances and Process Risk Assessment</a> – Adopted/Reviewed September 2020                                   |
| 12.3.4 | <a href="#">Grant Policy</a> – Adopted/Reviewed September 2020   |
| 12.3.5 | <a href="#">Financial Regulations</a> – Adopted by the Council 18th April 2017 – Reviewed September 2020                         |
| 12.3.6 | <a href="#">Freedom of Information Policy</a> – Adopted/Reviewed September 2020  |
| 12.3.7 | <a href="#">Health and Safety Policy</a> – Adopted/Reviewed September 2020   |
| 12.3.8 | <a href="#">Media Policy</a> – Adopted by the Council 9th July 2019  |
| 12.3.9 | <a href="#">Memorial Bench Policy</a> – Adopted by the Council 18th June 2019  |

|                |   |
|----------------|---|
| <b>12.3.10</b> | <a href="#">Play Area Risk Assessment Post Covid-19</a> – Adopted by the Council 21st July 2020 (Play Area’s open 23rd July 2020) |
| <b>12.3.11</b> | <a href="#">Privacy Policy</a>  |
| <b>12.3.12</b> | <a href="#">Recording of Meetings Policy</a> – Adopted by the Council 9th July 2019   |
| <b>12.3.13</b> | <a href="#">Recreation Ground, Play Areas, Football Pitch and Green Space Risk Assessment</a> – Adopted/Reviewed September 2020   |
| <b>12.3.14</b> | <a href="#">Retention of Documents Policy</a> – Adopted/Reviewed September 2020   |
| <b>12.3.15</b> | <a href="#">Social Media Policy</a> – Adopted by the Council 16th April 2019  |
| <b>12.3.16</b> | <a href="#">Standing Orders</a> – Under review  |
| <b>12.3.17</b> | <a href="#">Virtual Meeting Procedure</a> – Adopted by the Council 19th May 2020  |
| <b>12.3.18</b> | <a href="#">Website Accessibility Statement</a> – Adopted by the Council 21st July 2020   |
| <b>12.3.19</b> | <a href="#">Wentlows Changing Rooms Policy</a> – Adopted by the Council 15th September 2020                                       |

**12.4** Councillor health dispensation request.

**12.5** Zoom account.

**12.6** Christmas Lights contract

**13. Highways Issues (hedges, footpaths etc):**

If an issue requires reporting by the clerk then the Councillor MUST provide full details: issue, location (address).

**14. Environment:**

**14.1** Lengthsman and Litterpicker – Reports, updates and matters pertaining.

**14.1.1** Lengthsman would like to report that wooden plinths under the Tean play area slide need replacing.

**14.2** Well Meadow Gardens / Tean Rec – Updates and matters pertaining.

**14.2.1** Tree theft

**14.3** Wentlows – Updates and matters pertaining.

**14.4** Hollington – Updates and matters pertaining.

**14.5** Checkley & Lower Tean - Updates and matters pertaining.

**14.5.1** Update regarding the Dog & Partridge planter.

**14.6** Health & Safety & Play Equipment - Updates and matters pertaining.

**14.6.1** RoSPA play inspections booked for August.

**14.7** Cemetery - Updates and matters pertaining.

**14.8** Village Hall - Updates and matters pertaining.

**14.8.1** Greatwood Hall

**14.8.2** Hollington Village Hall

**14.8.3** Checkley Community Hall

**14.8** Events - Updates and matters pertaining.

**14.9** Other environment issues:

**14.9.1** Freehay care home concerns – Cllr Wilkinson

**14.9.3** Community libraries

**14.9.4** Log artwork

**15. Neighbourhood Plan Update:**


Update from steering group meeting held and council permissions to submit the plan for screening.

**16. Matters Pertaining to Issue in the Parish or for the Next Agenda:**

Will be limited to one item per councillor if they wish to raise a point/query/clarification not previously discussed. In the interest of time constraints on the meeting, each councillor should try to keep their points as brief and concise as possible.

**17. Private & Confidence**

Commercial in confidence

|                                    |   |
|------------------------------------|---|
| <b>Signed by the Parish Clerk:</b> |  |
|                                    | Siân Morgan-Owen  |