

CLIFFORD CHAMBERS AND MILCOTE COMMUNITY PARISH COUNCIL

To Members of Clifford Chambers Parish Council

Notice is hereby given that the next meeting of the Parish Council will be held on 20th November 2024 commencing at 7.30pm to be held at the Jubilee Hall Clifford Chambers

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting. The meeting is open to the press and members of the public to put questions or raise concerns regarding matters on this agenda or for future consideration. There is no expectation on the council to respond to any comments made at this time.

Under the Openness of Local Government Bodies Regulations 2014, any members of the public are allowed to take photographs, film and audio record the proceedings and report on all public meetings (including on social media). No prior notification is needed but it would be helpful to let the Clerk know of any plans to film or record so that any necessary arrangements can be made to provide reasonable facilities to report on meetings. This permission does not extend to private meetings or parts of meetings which are not open to the public. All recordings and photograph equipment should be taken away if a public meeting moves into a session which is not open to the public.

If you are recording the meeting, you are asked to act in a reasonable manner and not disrupt the conduct of meetings for example by using intrusive lighting, flash photograph or asking people to repeat statements for the benefit of the recording. You may not make oral commentary during the meeting. The Chairman has the power to control public recording and/or reporting so it does not disrupt the meeting. Recording must be clearly visible to anyone at the meeting. Please see our policy on Recording at Meetings available on our website for further details.

Please note that members of public exercising their right to speak during Public Question Time may be recorded.

BUSINESS OF THE AGENDA

1. **TO ELECT THE CHAIR AND SIGN THE DECLARATION OF ACCEPTANCE OF OFFICE**
2. **APOLOGIES**
 - 2.1 To receive and approve apologies for absence.
3. **DECLARATIONS OF INTERESTS**
 - 3.1 Register of Interests – Councillors are reminded of the need to update their Register of Interests.
 - 3.2 To declare any Disclosable Pecuniary Interests in items on the Agenda and their nature.
 - 3.3 To declare any Other Disclosable Interests in items on the Agenda and their nature
Councillors who have declared a Disclosable Pecuniary Interest, or an Other Disclosable Interest which falls within the terms of Paragraph 12(4) (b) of the Code of Conduct, must leave the room for the relevant items.
Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.
4. **DISPENSATIONS**
 - 4.1 To consider any request for dispensation from a member who may have a DPI or ODDI to allow them to stay/speak in the meeting during the consideration of the item.

The meeting will be adjourned for Public Question Time

The time allocated is at the discretion of the Chairman. Residents are invited to give their views and question the Parish Council on issues on this Agenda, or raise issues for future consideration, at the discretion of the Chairman. Members of the public may not take part in the Parish Council meeting itself. This period is not part of the formal meeting and will not form part of the minutes. Individual comments should be kept to 3 minutes.

5. COUNTY COUNCILLOR

5.1 To receive report of County Councillor – Cllr. Pemberton

6. DISTRICT COUNCILLOR

6.1 To receive report of District Councillor – Cllr. Keighley

7. MINUTES OF THE PREVIOUS MEETING

7.1 To approve the Minutes of Meeting held on 9th August, 27th September and 16th October 2024

8. APPOINTMENT OF TEMPORARY RESPONSIBLE FINANCIAL OFFICER (RFO), TEMPORARY MEETING CLERK AND LOCUM SERVICES

8.1 To discuss and **RESOLVE** to appoint a temporary RFO

8.2 To discuss and **RESOLVE** to appoint a temporary Meeting Clerk

8.3 To discuss and **RESOLVE** to appoint Gwilym Rippon for Locum Services

9. OFFICIAL COUNCIL CORRESPONDENCE ADDRESS

9.1 To discuss and **RESOLVE** to agree the official council address

10. INTERNAL AUDITOR

10.1 To discuss and **RESOLVE** the appointment of an Internal Auditor for 2024-25.

11. FINANCE

11.1 To discuss the draft budget for 2025-26

11.2 To discuss the Infrastructure Funding Statement 2023/24 (CIL Funding Spend)

11.2 **RESOLVE** to update the bank mandate with all current councillors as signatories

12. CHAIRMAN'S REPORT

12.2 Chair to update on the current situation with regards banking and vacancies.

13. WEBSITE, EMAILS AND IT SUPPORT

13.1 To discuss and **RESOLVE** to move to Real Point Media for emails and IT support

13.2 To discuss and **RESOLVE** to move to a Professional Website Provider to ensure WCAG compliance and provide the website with a .gov.uk hosting address.

14.1 CORRESPONDENCE REPORT

15. CIVILITY AND RESPECT PLEDGE

15.1 As all councillors have now completed the Civility and Respect Training to **RESOLVE** to adopt the NALC, SLCC and One Voice Wales Civility and Respect Pledge.

16. **PLANNING MATTERS**
 16.1 **Planning Applications for Parish Council Comments**

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|----------------------------|------------------------------------|
| Application Type: | |
| Planning Reference: | 24/02595/ Tree |
| Proposal: | Remove Tree |
| Location: | 1 Orchard Place, Clifford Chambers |
| Decision: | We Support |

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|----------------------------|------------------------------|
| Application Type: | |
| Planning Reference: | 24/02658/ Tree |
| Proposal: | Remove Tree |
| Location: | Red Walls, Clifford Chambers |
| Decision: | We Support |
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17. **TO RECEIVE REPORT OF PARISH COUNCILLORS**

17.1 Each councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise item for future agendas. Councillors are respectfully reminded that his is not an opportunity for debate or decision making.

18. **DATE OF NEXT MEETING –**

19. **CLOSE OF MEETING**

Signed...Jay Morris (Vice Chairman).....

Dated14th November 2024.....