

**THE PRESS AND PUBLIC ARE WELCOME AT THIS MEETING  
HOWEVER RUDE, AGGRESSIVE AND INTIMIDATING BEHAVIOUR WILL NOT BE TOLERATED.**

**DUNCHURCH PARISH COUNCIL**

Dunchurch Community Library, School Street, Dunchurch, CV22 6PA –Telephone 01788 817550 or 07474 705061  
Email Clerk@dunchurchpc.org

**To All Members of the Council**

**1<sup>st</sup> September 2019**

You are hereby summoned to attend meeting number 753 of

**DUNCHURCH PARISH COUNCIL**

**to be held at Dunchurch Community Library, School Street, Dunchurch, CV22 6PA on Monday  
9<sup>th</sup> September 2019 at 7.30pm, for the purpose of transacting the following business:**



Lindsay Foster – Parish Clerk

1. Election of Chair
2. Declaration of acceptance of office
3. Election of Vice Chair
4. Apologies for Absence
5. Acceptance of Apologies
6. To receive from members, in respect of any items included on the agenda for this meeting, disclosures of any personal or pecuniary interests in line with the Dunchurch Parish Council's Code of Conduct and gifts and hospitality in line with government legislation.
7. To discuss structure of Parish Council Meetings on an ongoing basis
8. To approve the Minutes of Meeting 751 3<sup>rd</sup> June 2019
9. To approve minutes of Extraordinary Meeting 24<sup>th</sup> June 2019
10. To approve Minutes of Meeting 752 1<sup>st</sup> July 2019
11. To approve Minutes of extraordinary Meeting 22<sup>nd</sup> July 2019
12. To Report on Matters Arising from the Minutes not on this Agenda [for information only]
13. To discuss co-option of Councillors
14. To discuss with County and Borough Councillors any matters of immediate interest
15. To review Planning Applications, Permissions, Refusals
16. To Approve updates to bank mandate:
  - a. Addition of the following Councillors, Cllr Thompson, Cllr Waller, Cllr McCreath, Cllr Hammonds, Cllr Gunn
  - b. Removal of Cllr Eccleson, Cllr Jones, Cllr Sodhi, Cllr D Roberts
  - c. Cllr Morshead to remain
17. Neighbourhood Planning update
18. Ways of working.
  - a. To discuss email policy going forward.
  - b. Training requirements
19. Play Area: To discuss security at Arkwright Field
20. To discuss winter planting going forward and storage of village planters
21. Public Participation  
*The Chairman reserves the right to limit item 4 to a total of 15 mins with each person restricted to 3 minutes under standing order 3f and 3g.*
22. Update on Library
23. To review Amenities
  - a. Parking
  - b. Bus Shelter: To appoint representatives to a bus shelter working group.  
To discuss and approve working party terms of reference

- c. Noticeboards To approve 2 noticeboards as Parish Council Assets
- d. CCTV: To approve next steps regarding replacement of camera and the way images are accessed.

**24. Community First Responders**

**25. To Consider Financial Matters**

- a. To approve monthly postage costs
- b. Confirm continuation of Methodist Hall hire for 12 months
- c. To approve replacement of Christmas tree lights with warm white. 50 sets required
- d. To approve purchase of Christmas lights for bus shelter and noticeboard solar powered.
- E. To approve purchase of secondary set of office keys and filing cabinet keys.
- F. annual subscription to information commissioners

**25. To receive reports from Representatives on Other Bodies**

**26. To receive a report on Correspondence**

**27. To discuss any miscellaneous matters [exchange of information only]**

**28. To agree Payments in accordance with the Budget**

**29. Motion under the Public Bodies (Admission to Meetings) Act as amended:**

“That in view of the special and confidential nature of the business to be transacted, it is advisable in the public Interest that the public be temporarily excluded and that they be instructed to withdraw”

**30. Confidential Items**

- a. The minutes of extra-ordinary Dunchurch Parish Council meeting held Tuesday 27th August 2019 be approved.
- b. The actions of the Acting Chair, Cllr. Marie Thompson, detailed at the extra-ordinary Dunchurch Parish Council meeting held Tuesday 27th August 2019 be approved.
- c. To discuss payroll issues
- d. To discuss recruitment of Responsible Financial Officer

**To note next meeting will be Monday 7<sup>th</sup> October. Deadline to provide input to the agenda close of play Monday 30<sup>th</sup> September.**