



Tues 24<sup>th</sup> November 2020

To all members of the Parish Council,

**Notice Pursuant to Paragraph 10 (2) (b) Schedule 12 Local Government Act 1972**, in accordance with *The Local Authorities and Police/Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 5(2) 2020*.

Dear Councillor,

In accordance with the above provisions and notice you are hereby summoned to attend a meeting of Tollerton Parish Council to be held remotely on **Wednesday 2nd December 2020 at 7.30pm**. The meeting will be open to Members of the public who can attend by contacting: [parishcouncil@tollertonparishcouncil.co.uk](mailto:parishcouncil@tollertonparishcouncil.co.uk) by Mon 30th Nov. The Agenda for the meeting is set out as follows.

*Lesa Gilbert - Executive Officer to the Council*

## AGENDA

1. **Apologies for Absence**
2. **Declarations of Interest**
3. **Chairman's Announcements**
4. **Minutes of the Parish Council meeting held on 4<sup>th</sup> Nov 2020 - for approval**
5. **Issues, consultation and matters notified to the Parish Council**
  - a. Open Session for Members of the Public to Raise Matters of Council Business (*Limited to 15 Minutes*).
  - b. Consultation and public notices issued by other bodies/councils: to agree involvement and response
    - i. Strategic Allocation East of Gamston/North of Tollerton "Gamston Fields" Consultation, Master Planning, Outline Planning Application and Supplementary Planning Document (SPD)
    - ii. Ruddington Neighbourhood Plan Submission
  - c. Community Football and Sports ground looking for purchasing opportunities.
  - d. Planning Applications:
    - i. To consider and comment on applications notified to the Parish Council, including
      - 20/02753/VAR - Shell Garage - 24 hour operation
      - Any other application received prior to the meeting
    - ii. Confirm planning applications responded to under delegated authority:
      - 20/02790/FUL - 15 Bentinck Ave, SS Ext. - Do not object
    - iii. Notice received of planning decisions taken by Rushcliffe Borough Council:
      - 20/02374/FUL - 4 Chestnut Mews, SS Ext. - Granted.
  - e. Reports – to consider reports from parish councillors, working groups and representatives on outside bodies:
    - i. Councillors
    - ii. Council representatives to the Tollerton Community Trust - Tollerton Flying Club Limited
      - Proposal to agree to request a direct debit/standing order
  - f. Grant applications - To consider any applications received prior to the meeting

- 6. Decisions to further the objectives of Tollerton Covid19 Recovery Plan and Tollerton Community Plan:**
- a. To protect and enhance Rural characteristics, Community facilities and Village life
    - i. STW new connection in Open Space – agree actions/costs.
    - ii. Christmas 2020 – to consider any additional arrangements and agree actions/costs.
  - b. Covid19 Recovery Plan – to review delivery and agree any additional risks and actions to support recovery from Covid19 in Tollerton.

**7. Tollerton Parish Council Services and Operations:**

- a. Finance & expenditure – to consider and agree matters regarding the monthly statement of budget and expenditure, including:
  - i. Invoices for approval – to review and agree payments
  - ii. Spending under urgency delegated powers – for public record
    - Wet paint – resident dry cleaning.
    - Parish Room rear security lights – new bulbs x3.
    - Replacement Xmas tree barrel concrete - £12
    - Groundsman payment for remaining annual leave
    - Chairman's Contribution to Winter Window Wanderland - £100 Chairman's Allowance
  - iii. Spending on Projects – for review and approval
- b. Maintenance of parish council assets and property:
  - i. War Memorial Tree Root update – to agree action.
  - ii. Open Space trees near skate park – to agree action.
- c. Contracts and services – to consider and agree matters regarding the Council's contracts for services:
  - i. Land conveyancing further quote – to select supplier/ agree costs.

**8. Casual Vacancy for a Parish Councillor:** to agree appointment process due to the Covid19 restrictions.

**9. Policy: Honorary Freedom of the Parish** – to agree the policy.

**10. Tollerton Community Trust**– to agree the new governing document as a Charitable Incorporated Organisation

**11. Council Processes for Discussion and Decision Making**

**12. Parish Council Forward Plan, Action Log and the Month Ahead**

- a. Action log – to review and agree actions for the month ahead
- b. Forward Plan - to review and agree reports and decisions for forthcoming meetings
- c. Date of Next Meeting: Wednesday 6<sup>th</sup> January 2021 at 7.30pm

*The chairman to move that the press and public be excluded from the meeting during consideration of the following agenda items on the grounds that it involves confidential employment information as defined in section 1 (2) of the Public Bodies (Admission to meetings) Act 1960*

**13. Change to Employment Contract:** to agree the change

**Notes for the Public:** Unless otherwise stated all meetings of the Parish Council are open for the public to join. In the interests of transparency, the council asks that any person who wishes to record the meeting proceedings inform the Chairman prior to the meeting.

The agenda is structured into four sections – notification of new issues, decisions on priorities and improvements, ongoing management of the council and planning ahead. There is an Open Session on the Agenda at which time members of the public are invited to raise any matters pertaining to the work of the council/agenda items, limited to fifteen minutes, during which the Standing Orders will be suspended.

**Notes for Parish Councillors:** The first meeting of the Finance Working Group will be held immediately before the meeting at 7pm to commence the spending review for 2020-21 - all Councillors invited to attend.