



Tues 27th Sept 2022

To all members of the Parish Council,

Notice Pursuant to Paragraph 10 (2) (b) Schedule 12 Local Government Act 1972.

Dear Councillor,

In accordance with the above provisions and notice you are hereby summoned to attend the Parish Council Meeting of Tollerton Parish Council to be held at **The Parish Room's, Burnside Grove on Wednesday 5th October 2022 at 7.30pm**

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 council meeting held on 07 September 2022 for approval/signing.**
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. Planning Applications:

To consider and comment on applications notified to the Parish Council, including

 - a. 22/01786/FUL - Homefield, Cotgrave Lane - Single storey side/front ext.
 - b. 22/01653/FUL - 118 Cotgrave Lane - Demolition of existing dwellings and erection of new dwelling.

Any other application received prior to the meeting.

Confirm planning applications responded to under delegated authority:

 - c. None.

Notice received of planning decisions taken by Rushcliffe Borough Council:

 - d. 22/01290/FUL - 71 Melton Road - Single storey rear ext – Granted.
 - e. 22/01439/FUL - Tollerton PC Parish Rooms – Replacement windows – Granted.
 - f. 22/00634/FUL - 35 Burnside Grove - Construction of 1st floor side ext and conversion of existing garage (Resubmission of 21/02613/FUL) - Refused out of character.
 - ii. Councillor Casual Vacancy – to discuss and agree.
 - iii. 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
 - iii. Conclusion of Operation London Bridge
 - iv. Grant applications.

- i. None.

6. Decisions to further the objectives of Tollerton Community Plan:

- a. To protect and enhance Rural characteristics, Community facilities and Village life, including:
 - i. Neighbourhood plan – to review progress and further action.
 - ii. Remembrance/Halloween/Bonfire plans – agree any actions.
 - iii. Christmas 2022 plans – to discuss and agree actions.
 - iv. Changing room improvements – to consider progress and agree any actions.

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.
 - i. *SLCC membership renewal - £288.*
 - ii. *ICO Data Protection fee for renewal - £35.*
 - ii. Spending under urgency delegated powers – to record for transparency.
 - i. *Playground wooden/yellow gate repair.*
 - iii. Banking arrangements and business continuity
- b. Maintenance of parish council assets and property.
 - i. Parish Rooms equipment removal/garage storage – to discuss/agree moving out plan.
 - ii. Fire and PAT Testing of Parish Council assets – to agree.
- c. Contracts and services – to consider and agree matters regarding the Council's contracts for services.
 - i. Review of preferred contractors– to be agree.

8. Standing Orders - to agree changes to the standing orders including updated terms of reference for the Personnel Committee

9. 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 Parish Council Meeting - Wednesday 2nd November 2022 at 7.30pm, The Scout Hut -TBC.

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 information as defined in section 1 (2) of the Public Bodies (Admission to meetings) Act 1960.

10. To approve the confidential minute items from the council meeting held on 07 September 2022.

11. Employment matters

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.

