

## WHESSOE PARISH COUNCIL

**You are summoned to attend the November meeting of the WHESSOE PARISH COUNCIL which will be held on MONDAY 18<sup>TH</sup> NOVEMBER 2019 at 7:00PM in WHESSOE PARISH HALL for the purpose of transacting the business listed in the agenda below.**

### AGENDA

Item	Subject	Owner	Time
1	<b>Introductions:</b> <ul style="list-style-type: none"> <li>• Apologies: to receive apologies and approve reasons for absence.</li> </ul>	SG	5 mins
2	<b>Declarations of interest:</b> <ul style="list-style-type: none"> <li>• To notify of any item on the agenda in which you may have an interest</li> </ul>	All	5 mins
3	<b>Planning</b> <ul style="list-style-type: none"> <li>• Banks Group development – presentation by Banks Group to Parish Council. <b>TO BE CONFIRMED</b></li> <li>• Log of current planning applications</li> </ul>	Banks Clerk	20mins 5mins
4	<b>Minutes of meeting held on 9<sup>th</sup> September 2019</b> <ul style="list-style-type: none"> <li>• To approve and sign the minutes as an accurate record</li> <li>• Update on action points</li> </ul>	All Clerk	15 mins
5	<b>Public participation</b> <ul style="list-style-type: none"> <li>• Residents are invited to give their views and comments to the Parish Council on issues on this agenda.</li> </ul>		
6	<b>Parish Councillor vacancies</b>		
7	<b>Clerk and Responsible Finance Officer</b> <ul style="list-style-type: none"> <li>• Clerk Pay Review</li> <li>• Disciplinary/Grievance Procedure – progress</li> </ul>	In Camera Clerk	15 mins 5 mins
8	<b>Finance</b> <ul style="list-style-type: none"> <li>• Financial Statement September to October</li> <li>• Budget Statement September to October</li> <li>• Quarterly Audit</li> <li>• Bank Reconciliation</li> <li>• Bank Mandates – progress</li> <li>• Budget Setting &amp; Precept: To discuss the budget plan for 2020-23 and confirm the Precept for 2020-2021. <b>NOTE: Both sub-committees need to produce a draft plan for expenditure for the next three years.</b></li> </ul>	Clerk Clerk TM SG, SD Clerk All	5 mins 5 mins 5 mins 5mins 5 mins 15 mins
9	<b>General Data Protection Regulation</b> <ul style="list-style-type: none"> <li>• Update on Action Log</li> </ul>	Clerk	5 mins
10	<b>Correspondence</b> <ul style="list-style-type: none"> <li>• Tees Valley local access forum</li> <li>• Village Halls Week</li> <li>• VE Day celebrations</li> </ul>	Clerk	10 mins
11	<b>Marketing and Social Media</b> <ul style="list-style-type: none"> <li>• New website – progress</li> </ul>	Clerk	5 mins

12	<b>Council Matters</b> <ul style="list-style-type: none"> <li>Local Council Award Scheme</li> <li>Equal Opportunities Policy – progress on training</li> </ul>	Clerk FM	5 mins 5 mins
13	<b>Forward and Backward Look</b> <ul style="list-style-type: none"> <li>Feedback from Meetings/Events/Training</li> <li>Future Training/Events</li> </ul>	All Clerk	5 mins
14	<b>Whessoe Parish Hall Committee</b> <ul style="list-style-type: none"> <li>Updated TOR for ratification</li> <li>Minutes of last meeting(s)</li> <li>Update from Parish Hall Committee</li> <li>Newsletter</li> <li>Maintenance and Improvement Plan</li> <li>Contracts – update</li> <li>Hall Bookings – update</li> </ul>	All Clerk SG SG SG Clerk Clerk	5 mins 5 mins 5 mins 5 mins 5 mins 5 mins 5 mins
15	<b>Whessoe Parish Hall Social Committee</b> <ul style="list-style-type: none"> <li>Term of Reference – to agree TOR</li> <li>Minutes of last meeting(s)</li> </ul>	All Clerk	5 mins 5 mins
16	<b>Next Meeting</b> <ul style="list-style-type: none"> <li>Monday 20<sup>th</sup> January 2020</li> </ul>	All	

CONTACT

Signed:

Name: Bill Goldfinch – Parish Clerk

Mobile: 07818 427740

E-mail: [whessoeparishclerk@gmail.com](mailto:whessoeparishclerk@gmail.com)

**The Press and Public are very welcome to attend this meeting.**