

OFFICIAL NOTICE OF A MEETING OF GREAT & LITTLE PRESTON PARISH COUNCIL

www.greatandlittlepreston-pc.org.uk

To be held at Great Preston Village Hall, Preston Lane, Great Preston, LS26 8AS on Wednesday 26th May 2021 at 18:30hrs

Members of the Council are summoned to attend this meeting. Meetings are open to the press and public. The press and public may only speak during the 15 minute public forum Open Session.

AGENDA 26th May 2021 GALPPC MEETING

1. Chairperson's Welcome and Open the Meeting;

- a) To receive apologies and accept /approve reasons for absence
- b) To disclose or draw attention to any disclosable pecuniary interests and any other significant interests, or dispensations required.

2. Open Session – members of the press or public may raise any matters concerning the Parish.

Each Parishioner will be allowed a maximum of 5 minutes to speak to the Parish Council. Thereafter any member of the Press or Public remaining for the duration of the meeting are silent observers and must not take part in any question, answer or discussion.

3. Administrative/Management Matters - to receive current reports, advice or updates from any of the following and resolve further actions:

3.1 Governance and Policy –

- a) To confirm that the Minutes of the Meeting of the Parish Council held on the 31st March 2021 be signed as a true and correct record
- b) To confirm that the Minutes of the Extraordinary Meeting of the Parish Council held on the 28th April 2021 be signed as a true and correct record
- c) To receive and approve the Annual Plan for 2021/22
- d) To ratify decisions made between meetings:
 - i) Location of waste bins and emptying process
 - ii) To register with the ICO at a cost of £35.00 to be paid annually by Direct Debit
 - iii) To attach the credit card details to the Easyspace account for auto-renewal of web domains and hosting.
 - iv) Acceptance of the quotation from W. Garbutt & Sons for £900.00 for the grass cutting in the Wildflower Meadow and Parish Field under section 9 and 10 of the Open Spaces Act 1906.
 - v) Adoption of the Risk Assessment for the face-to-face meeting at the Village Hall

3.2 Village Hall

3.3 Website Accessibility

3.4 Councillor Recruitment

4. Finance April and May 2021

- 4.1 To receive and note a bank/accounting system transaction reconciliation
- 4.2 To receive and approve the Financial Schedule
- 4.3 To receive and note Budget comparisons to actual spend
- 4.4 To discuss and agree whether a balance sheet should be available for inspection

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5. Parish Projects or Issues and Environment - to receive any current reports or updates and resolve any further actions on any of the following:

- 5.1 Public reports
- 5.2 In bloom
- 5.3 Parish Field
- 5.4 Wildflower Meadow
- 5.5 St Aidan's Playground
- 5.6 Little Preston
- 5.7 Replacement/relocation of Notice boards
- 5.8 To discuss and agree an approach for dealing with requirements that are on private land

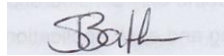
6. To receive any other Communication & Correspondence

- 6.1 To receive information about communications, meetings or training attended by Members and the Clerk.
- 6.2 To consider the following new correspondence received and decide any action where necessary.

7. To notify the clerk of matters for inclusion on the agenda of the next meeting

8. Date of Next Meeting – to consider and agree date of future meeting of the Council.

Authorised Signature:



Mrs S. Bath (Clerk to the Council & RFO)

Email: s.bath@greatandlittlepreston-pc.org.uk

Recording of this meeting is allowed to enable those not present to see or hear the proceedings either as they take place (or later). However a copy of the full recording protocol and Code of practice for use by Third Parties is available from the Clerk.