

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

[www.greatandlittlepreston-pc.org.uk](http://www.greatandlittlepreston-pc.org.uk)

**To be held on Wednesday 27th November 2019 at 18:30hrs in The Elders  
Community Centre, St Aidan's Estate, Great Preston.**

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.

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## **AGENDA 27th November 2019 GALPPC MEETING**

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### **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. To confirm that the Minutes of the Meeting of the Parish Council held on the 30th October 2019 and the Annual Parish Council Meeting held on the 15<sup>th</sup> May be signed as a true and correct record.**

### **4. To receive information on the following on-going issues and decide further action where necessary:**

- 4.1 Highways – a) Existing Whitehouse Lane SID b) Future Astley Lane SID c) Preston Lane parking restrictions
- 4.2 Security – a) Filing cabinets and archiving of documents
- 4.3 Health and Safety – a) Defibrillator training
- 4.4 Communication – a) Notice Board replacement
- 4.5 Land Ownership – a) Adjoining Parish field
- 4.6 Events – a) Christmas lights switch on b) VE day celebrations 08/05/2020

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

#### 5.1 Governance and Policy -

- a) To receive and adopt the new Rules for the Effective Management of Recording at Meetings
- b) To receive and adopt a home expenses policy for Council employees
- c) SLCC membership
- d) Financial Regulations and S. 137
- e) Budget revision schedule
- f) To recommend that the Clerk, in consultation with two Councillors, pay any invoices received during the period when no meeting is planned in December and respond to any urgent requests of repairs

#### 5.2 Village Hall

- a) Security Cameras
- b) Outside Lighting

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- c) Liaison Group
- d) Car Park – Planings and Ownership
- e) Management Committee

- 5.3 Property and Assets Management Group (PAMG)
- 5.4 Estates & Playgrounds
- 5.5 Communication and Media
- 5.6 Swillington Educational Charity – Trustees Report
- 5.7 Councillor Roles and Recruitment
- 5.8 Fundraising

### **6. Finance October/November 2019**

- 6.1 To receive and note a bank/accounting system transaction reconciliation
- 6.2 To receive and approve the schedule of payments due
- 6.3 To receive and note a record of Debit/Credit Card payments
- 6.4 To receive and report on income
- 6.4 To receive and note the Clerk/RFO's report concerning VAT reclamation

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

- 7.1 Environmental – a) In Bloom b) Wild Flower Meadow c) Parish Field d) Public Rights of Way
- 7.2 Public reports - a) over-hanging trees and pathway outside the Elders b) Additional signage for the Elders

### **8. To consider and decide upon the following planning applications:**

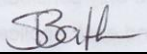
### **9. To receive any other Communication & Correspondence**

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

### **10. To notify the clerk of matters for inclusion on the agenda of the next meeting**

### **11. 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](mailto: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.*