

## PARISH COUNCIL MEETING

I hereby give you notice that a meeting of the Parish Council will be held in Shepherdswell Village Hall on Wednesday, 18 October 2023 at 1930hrs.

All members of the Council are hereby summoned to attend for the purpose of considering and resolving the business to be transacted at the Meeting as set out hereunder.

Dated 12 October 2023.

Please note that these meetings may be sound recorded.

**Jan Rousell**  
Parish Clerk

### AGENDA

To receive reports from the County and District Councillors, Speed Watch, Neighbourhood Watch and Community Warden. Public questions and comments on non-agenda items (this section will be limited to 15 minutes or otherwise at the discretion of the Chairman)

**1. Apologies for Absence**

**2. Minutes of the Meetings held on the 20 September 2023**

To approve minutes of the Parish Council Meeting and the Extraordinary Meeting

**3. Matters Arising**

**4. Declarations of Interest**

A Councillor who declares a DPI in relation to any item on the agenda will need to leave the meeting for the whole of that item and not be able to speak or take part, unless a relevant dispensation has been granted

A Councillor who declares an OSI will be able to speak on the item, but will be required to leave the meeting for the vote

**5. Public participation limited to items on the agenda – 15 minutes in total**

**6. Chair's Report**

**7. Parish Clerk's Report**

Parish surgeries, Domain Name, Recreation Ground Annual Inspection, Defibrillators, PO Box Number – to revisit the decision and discuss a proposal to register the Parish Council's address as the Village Hall , and to purchase and install a secure Parish Council mail box

## **8. Finance**

To approve the schedule of payments – please see attached finance report

To approve the audited AGAR for 2022/23

Banking – to receive a proposal to change Shepherdswell with Coldred Parish Council's accounts from NatWest to Unity Trust Bank to enable online banking facilities. To agree user access levels, and agree dual authority process to authorise transactions, and nominate Councillors as authorisers.

## **9. Planning Committee**

To receive a report from the Chair of the Planning Committee

## **10. Community**

10.01 Community Minibus

10.02 Warm Hub

10.03 Village Green (see report)

## **11. Communications Committee**

To receive a report from the Chair of the Communications Committee

## **13. Recreation Ground**

13.01 Report from Recreation Ground Working Group

13.02 Key/combo lock for bottom field

## **14. Reed Meadow**

14.01 To receive a report on the future of the area currently let on a temporary basis to WW Martin

14.02 Annual review of the provision of allotments.

## **15. Date of the next meeting**

This will be on Wednesday 15 November 2023 in Shepherdswell Village Hall at 1930hrs