

Curtlee Hill, Wootton, NN4 6ED
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To: All Parish Councillors

You are hereby summoned to attend the **Ordinary** meeting of **Wootton Parish Council** to be held at Wootton Community Centre on **Monday 21st October 2024** commencing at **6.30pm** for the purpose of transacting the following business. Members of the public and press are invited to attend.

Issued by:

Date: 16th October 2024



Agenda

- 201/24 To receive apologies**
- 202/24 To receive and approve for signature the minutes of the meeting held on 16th September 2024**
- 203/24 To receive declarations of interest under the Council's Code of Conduct related to business on the agenda**
(Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting during the transaction of that item of business).
- 204/24 To receive requests for dispensation – Requests for dispensation must be made to the Proper Officer in writing**
- 205/24 Police & Public Session**
(Members of the public are invited to address the Council. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Representations shall not require a response at the meeting nor start a debate. Members of the public should address the chairman of the meeting, who may direct that a written or oral response be given).
- 206/24 To receive the Chairman's Report**
- 207/24 To receive the Clerk's Report**
- 208/24 Finance & Administration**
a. To approve the payments made between 12th September – 16th October 2024
b. To receive the bank balances for the end of September 2024
c. To receive the budget vs actuals report
d. Resolve to receive the internal controls councillor report for Q1.
- 209/24 Resolve to receive and note minutes from the Finance and Community Centre Committee meeting held on 30th September 2024**
- 210/24 Resolve to note changes in employment law – Employer's new duty to prevent sexual harassment at work, adopt the Sexual Harassment policy and read the training briefing circulated prior to the meeting**
- 211/24 Resolve to adopt the following policies:**

- a. Co-option policy
- b. Training policy
- c. Training statement of intent
- d. Library Safeguarding policy

- 212/24 Resolve to accept the quotation for annual insurance
- 213/24 Resolve to retrospectively approve changes in suppliers for cheaper contracts
- 214/24 Motion for the council propose to rescind the decision to pay a retainer to the previous clerk until the end of the year.
- 215/24 Resolve to accept the sum of £250,000.00 from David Wilson Homes relating to the 1997 land transfer.
- 216/24 Resolve to purchase two poppy wreaths and make a donation to the Royal British Legion for this year's Remembrance Day - Section 137
- 217/24 Resolve to consider the proposal received from Hackleton Parish Council with regards to the precept for St George's fields
- 218/24 Resolve to investigate installing a Vehicle Speed Activation device on Water Lane
- 219/24 Resolve to accept the quotation of £360.00 to sever wild clematis from a tree behind Chisholm Close to prevent further growth/coverage.
- 220/24 **Planning**
To consider the following planning applications:
 - a. 2024/4478/FULL – 77 Farmclose Road, NN4 6HL – Proposed ground and first floor rear extension and removal of existing brick outbuilding.
 - b. 2024/4596/FULL – 29 Middle Greeve, NN4 6BB – Garage conversion.
- 221/24 To receive a report from Councillors attending meetings
- 222/24 Resolve to exclude the press and public due to the confidential nature of the business to be transacted.
- 223/24 To accept quotation for community centre contractors.
- 224/24 Close

Date of the next Parish Council Meeting: 18th November 2024