

28<sup>th</sup> August 2024

Dear Councillor

You are summoned to attend a meeting of Sourton Parish Council to be held on Monday 2nd September 2024 at **7:00pm** in Sourton Village Hall.

Yours faithfully

A Horn

Abi Horn  
Parish Clerk

### **AGENDA**

**A fire alarm drill is not planned. In the event that the alarm sounds, please make your way out of the building to the meeting point in the car park where you are asked to await further instructions.**

**Urgent items - items for information only can be brought to the attention of the Council at the discretion of the Chairman at the end of the meeting. No decision can be taken on items not detailed on the published agenda.**

#### **Business To Be Transacted**

- 1. Chair's Report**
- 2. Apologies for Absence** To receive and accept apologies for absence.
- 3. Public Forum** This item will be conducted in accordance with the Standing Orders of the Council, which are available to read on the website.
- 4. Declarations of Interest** To receive disclosures of unregistered or other interests from Councillors on matters to be considered at the Meeting. The disclosure shall include the nature of the interest.  
  
If a Member becomes aware, during the course of a meeting, of an interest that has not been disclosed under this item they must immediately disclose it.  
Under the Code of Conduct Councillors with a registerable interest must leave the room for the duration of consideration of the item to which the interest relates. Those with a 'other' interest must apply the tests set out in the Code of Conduct as to whether or not there are circumstances that might enable them to remain.
- 5. WDBC, DCC, DNP and Sourton Hall Reports** To receive reports and updates from those representatives' present.

## ITEMS REQUIRING A DECISION

- 6 Minutes of the previous meeting** To approve and sign the minutes of the Parish Council meeting held on 10<sup>th</sup> July 2023
- 7. Co- option**
- 7.1** Co-option of Councillors To consider applications received for co-option to the council for two vacancies
- 7.2** Staffing sub committee To appoint 2 members to the staffing sub committee
- 7.3** Appeals sub committee To appoint 1 member to the appeals sub committee
- 8 Finance**
- 8.1** Finance Report The Bank Reconciliation report dated 30<sup>th</sup> August and 31<sup>st</sup> July 2023 for the consideration of the Council
- 8.2** Payments To resolve to approve the payments as set out on the payment schedule.
- 8.3** Delegated payments To note payments made by delegated authority during August.
- 9 Policies**
- 9.1** Policies to review.
- Closed churchyard
  - Expenses
  - Meeting attendance
  - Continuity plan
  - Equal opportunities
  - Absence Management
  - Complaints procedure
- 10 Consultation - Proposed reforms to the National Planning Policy Framework and other changes to the planning system** To consider a response to the [consultation](#) which closes on 24<sup>th</sup> September 2024.

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| <b>10</b>   | <b><u>Projects</u></b>                 |  |
| <b>10.1</b> | <b>Events working group</b>            | To receive an update from the group about upcoming events and a approve recommendations                        |
| <b>10.2</b> | <b>Churchyard Plan</b>                 | To receive an update to the churchyard grass cutting and resolve to take any actions necessary from the update |
| <b>10.3</b> | <b>Community Grant Wildlife Scheme</b> | To receive an update from the clerk  |
| <b>10.4</b> | <b>Rural Village Service Group</b>     | To review if the Council wishes to join at a cost of £50 plus VAT per year                                     |
| <b>10.5</b> | <b>Bins</b>                            | To note the bins have been ordered and delivery date is awaited  |
| <b>10.6</b> | <b>Website Accessibility</b>           | To note the website has been upgraded to the required specification.   |
| <b>10.7</b> | <b>Defibrillator</b>                   | To receive an update from the Clerk and resolve to take any actions necessary from the update                  |
| <b>10.8</b> | <b>Traffic Plan</b>                    | To receive an update if available and resolve to take any actions necessary from the update                    |
| <b>10.9</b> | <b>Verge by Bungalow Bus Stop</b>      | To receive an update if available and resolve to take any actions necessary from the update                    |
| <b>11</b>   | <b>Councillor reports</b>              | To receive reports from councillors  |
| <b>12</b>   | <b>Items Brought Forward</b>           | To receive (from Councillors) any items for the agenda of the next meeting.                                    |

**PART TWO**

***Items which may be taken in the absence of the press and public. The Committee is recommended to pass the following resolution: 'Resolved that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following items as they involve the likely disclosure of sensitive and confidential information.'***

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| <b>13.</b> | <b>WDBC Enforcement</b> | To receive an update. |
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