

CODNOR

PARISH COUNCIL

CLERK TO THE COUNCIL

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30 November 2021

To: The Chairman and Members of Codnor Parish Council

Dear Councillor,

You are summoned to attend the **Meeting of Codnor Parish Council on Monday, 6 December 2021 at 7.00 pm** to be held at the **Sports and Community Building, Goose Lane, Codnor.**

Planning applications will be available for perusal prior to the meeting.

Public attendance at Parish Council meetings

The Parish Council is an open and transparent local authority and encourages public attendance at meetings. However, in line with COVID safety advice we must ensure the safety of all attendees and request that face masks and hand sanitiser continue to be used.

The number of members of the public who can be safely accommodated at each meeting will be dealt with on an individual basis, taking into account factors such as size of the membership and room capacity.

If you wish to attend in person, you are requested to contact the Clerk whose details are included on the meeting agenda in order to discuss arrangements and give advance notice of any matters that you wish to raise. If you attend the meeting without contacting us in advance, there may not be a place available for you.

You should not attend a meeting in person if:

- you have coronavirus symptoms: a high temperature, loss or change to sense of smell or taste, a new continuous cough.
- if you have tested positive for COVID-19 or are waiting for a test result.
- if you have been instructed by the NHS to self-isolate.
- you have recently returned from travel abroad and should be either self-isolating or quarantining.

Keeping meetings, employees and visitors safe

When you attend the meeting, keep yourself and others safe by following the Government's advice at all times.

In the event that we have to contact attendees after the meeting, we ask that you provide the Clerk with your name, email address and telephone number in advance of the meeting date. Your details will be held on record for 21 days from the date of the meeting and then they will be securely deleted.

Codnor Parish Council welcomes the use of social media, filming and recording at meetings, provided they do not disrupt or otherwise have an adverse effect on the meeting. Telephones and other such devices should be switched to silent mode or switched off completely. Oral reporting or commentary is not allowed within the meeting room but may be conducted from outside.

Any speaker not wishing to be filmed should make this clear at the start of their speech. The ruling of the Chairman at the meeting is final and may not be challenged.

Yours sincerely,

Andrew Sharpe

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Clerk and Responsible Finance Officer

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AGENDA

- 1 To receive apologies for absence
- 2 Declaration of Members Interests
 - (a) Members must ensure that they complete the Declarations of Interest sheet prior to the start of the meeting in respect of items other than Disclosable Pecuniary Interests and must indicate the action to be taken (i.e. to stay in the meeting, to leave the meeting or to stay in the meeting to make representations and then leave the meeting prior to any consideration or determination of the item).
 - (b) Where a member indicates that they have an interest, but wish to make representations regarding the item before leaving the meeting, those representations must be made under item (c) of Public Speaking.
- 3 Public Speaking – (15 Minutes)
 - (a) A period of not more than 15 minutes will be made available for members of the public and members of the Council to comment on any matter.
 - (b) If the Police Liaison Officer, a County Council or District Council member is in attendance they will be given the opportunity to raise any relevant matter.
 - (c) Members declaring an interest other than a Disclosable Pecuniary Interest who wish to make representations or give evidence under the National Association of Local Councils' (NALC) Code of Conduct shall do so at this stage.
- 4 Co-option of Parish Councillor

To interview a candidate for co-option onto the Parish Council.

5 Dispensations

To report any dispensations granted by the Clerk under the agreed procedures and to consider any further requests received.

6 To approve the Minutes of the Meeting held on 1 November 2021.

7 To determine which items, if any, of the Agenda should be taken with the public excluded

8 Chairman's Announcements

9 Leader's Report

10 Environmental matters

11 Parish Council – Items for Decision/Action/Update

- (a) Update – On-going matters - EV Charging points, Tesco Express Land, Clock Tower land, Allotments and Multi User.
- (b) Covid 19 update including Carols Round the Tree arrangements.
- (c) Planning function motion.
- (d) Members Interests – Advice from Monitoring Officer.
- (e) Applications for grant aid.

12 Finance

- (a) Accounts for Payment.
- (b) Bank Reconciliation.
- (c) To receive the Minutes of the Meeting of the Financial & Investment Sub Committee held on 15 November 2021 and consideration of recommendations regarding precept and other matters. (Budget and precept recommendations to be considered together with item (d) below).
- (d) Initial consideration of Budget and Precept for 2022/23. (Report of the Clerk to be circulated).

13 Planning and Licensing

Planning and licensing applications will be reported at the meeting.

14 Correspondence