

WITHAM ST HUGHS PARISH COUNCIL

The Village Hall, Caraway Drive

Witham St Hughs

Lincoln

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**NOTICE IS HEREBY GIVEN and COUNCILLORS are SUMMONED** to attend the next meeting of Witham St Hughs Parish Council to be held on Tuesday 18<sup>th</sup> October 2022 at 7.30pm in the village hall.

At which the under mentioned business will be transacted.

There will be a 10-minute public forum at the start of the meeting, followed by a further 10 minutes allocated to receive reports from County and District Councillors, your presence is required during this time.

All public questions must be sent in beforehand, with speaking restricted 3 minutes per person.

*Rachel Poppewell*

Parish Clerk

13.10.2022

CHAIRMANS WELCOME & FIRE SAFETY BRIEF

1. Welcome and Apologies.
2. TO RECEIVE DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE LOCALISM ACT 2011 AND OUTLINED IN THE COUNCILS CODE OF CONDUCT – being any pecuniary interest in agenda items not previously recorded on Members' Register of Interest and any written requests for dispensations.
3. Health & Safety brief.
  - a. To consider appointing a Health & Safety advisor.
4. Notes of the Parish Council meeting held on Wednesday 28<sup>th</sup> September 2022 to be approved as minutes.
5. Notes of the Parish Council meeting held in Closed Session on Wednesday 28<sup>th</sup> September 2022 to be approved as minutes.
6. Clerks Update & Correspondence - to Resolve to approve any subsequent actions.
7. Finance.
  - a. To Authorise the signing of orders for payment, list previously circulated.
  - b. To receive the Bank Reconciliation as at 30.09.2022
  - c. To review the budget as at 30.09.2022
  - d. To approve the additional purchase of 7 extra bags of soil at a cost of £664.79 (retrospective)

8. To review the following policies.
  - a. Public Participation at Parish Council Meetings
  - b. Social Media Policy
  - c. Councillor Vacancy & Co-option policy
  - d. Whistle Blowing Policy
  - e. Complaints Procedure & Handling method
9. To approve the Operational & Annual inspection quotes.
10. Update from the meeting with Avant Homes.
11. Planning application 22/1008/DISCON, update further to our objection of 23.08.2022
12. Update for Remembrance Day Service.
13. To appoint an arborist to produce a tree report to form a 3-year tree maintenance plan for 2023/2026.
14. DATE AND TIME OF NEXT MEETING.

**Wednesday 16<sup>th</sup> November 2022**