



WENDOVER PARISH COUNCIL
Address: The Clock Tower, High Street, Wendover,
Aylesbury, Buckinghamshire HP22 6DU
Telephone: 01296 623056 Fax: 0871 236 1550
Email: clerk@wendover-pc.gov.uk

ANNUAL PARISH COUNCIL MEETING AGENDA
17th May 2021 at 7.30pm
Chiltern MS Centre

Membership: Councillor Ballantine, Bulpett, Durden Moore, Standen, Walker, Washington, Williams and Worth.
To all Members:

YOU ARE HEREBY SUMMONED TO ATTEND THE ABOVE-MENTIONED MEETING, WHEN IT IS PROPOSED THAT THE BUSINESS TO BE TRANSACTED SHALL BE AS SET OUT BELOW.

MEMBERS OF THE PUBLIC AND PRESS ARE INVITED TO ATTEND. MEMBERS WISHING TO ATTEND MUST CONTACT THE CLERK PRIOR TO THE MEETING.

AGENDA

1. ELECTION OF CHAIRMAN

To elect a Chairman for the coming year of the Parish Council and receive the Chairman's Declaration of Acceptance of Office.

2. ELECTION OF VICE CHAIRMAN

To elect a Vice Chairman of the Parish Council.

3. APOLOGIES FOR ABSENCE

To consider any apologies for absence received.

4. DECLARATIONS OF INTEREST

- (i) In accordance with Sections 30(3) and 235(2) of the Localism Act 2011 and the Wendover Parish Council Code of Conduct Councillors will declare their interest in relation to this meeting. Councillors will also be asked to complete a Declaration of Interests Form for their term of office.
- (ii) To receive and countersign the Acceptance of Office Declarations.

5. MINUTES

Consideration of approval of minutes of the meeting of 6th April 2021.

6. PUBLIC PARTICIPATION

A maximum of 3 minutes per speaker will be allowed. MEMBERS OF THE PUBLIC WISHING TO ATTEND MUST CONTACT THE CLERK TO ENSURE MAXIMUM ROOM CAPACITY IS NOT BREACHED

7. REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

8. COMMITTEES AND WORKING GROUPS

- (i) To agree membership of each Committee.
- (ii) To agree terms of reference for each of the Council's Committees in 2021/22.
- (iii) To agree membership for each Working Group.

9. OUTSIDE BODIES

- (i) To receive reports from outside bodies.
- (ii) To agree WPC representatives on other organisations' Committees, panels or liaison groups.

10. REVIEW OF SUBSCRIPTIONS AND MEMBERSHIPS

To consider the Council's subscriptions and memberships for 2021/22.

11. CORRESPONDENCE

To consider items of correspondence listed (Appendix 1).

12. CLERKS REPORT

13. FINANCE COMMITTEE

- (i) To note the year end March 2021 I&E, EMR and balance sheet.
- (ii) To note the April 2021 I&E, EMR and balance sheet.
- (iii) To consider the list of payments and sign cheques.
- (iv) To consider continuing with direct debit payments and payment of salaries by fax order.
- (v) To consider recommendations from the Finance Committee (Appendix 2).

14. PLANNING COMMITTEE

To note draft minutes of the meetings of 6th, 20th April and 4th May 2021.

15. AMENITIES COMMITTEE

- (i) To note the draft minutes of the meeting of 20th April 2021.
- (ii) To consider recommendations from the Amenities Committee (Appendix 3).

16. STAFFING COMMITTEE

- (i) To note the draft minutes of the meeting of 4th May 2021.
- (ii) To approve a spend of up to £2000 on a confidential matter.

17. OTHER MATTERS

a) HS2

To receive an update and any recommendations from the Working Group.

b) Review and Adoption of Core Documents

- (i) To review the Councils Standing Orders.
- (ii) To confirm core policies have been reviewed.

c) Review of Land and Assets

To receive an update on the asset register and an inventory of WPC property.

d) Review of arrangements for Insurance

To confirm the Council has insurance cover in respect of all risks.

e) General Power of Competence

To receive an update on the Council exercising their eligibility of the General Power of Competence.

f) Parking Consultation

To note the contents of the Parking Consultation feedback and receive an update from Councillor Bulpett.

g) Good Neighbourhood Scheme

To consider a recommendation from the regional wardens.

h) Manor Waste

- (i) To receive an update on the planned events from No2 for 2021.
- (ii) To consider a request to extend the outdoor seating arrangements for Rumsey's.

i) June 2021 Parish Council Meeting

To review and consider recommendations for the June 2021 Parish Council meeting.

18. DATES OF FUTURE MEETINGS

To note the Notice of Meetings 2021.

19. CONFIDENTIAL ITEMS

The Public Bodies (*Admission to Meetings*) Act 1960 makes provision for excluding the public by resolution when confidential business is being considered or there are other special reasons and publicity would be prejudicial to the public interest.

20. CLOSURE OF MEETING

Signed by *Louise Hayday*

Clerk to the Council

Date: 12th May 2021

Appendix 1 – Correspondence

- | | | |
|------|---|----------------------|
| (i) | Community Right to Bid Decision notice – The Red Lion, Wendover | No Response Required |
| (ii) | Community Right to Bid – Asset Expiry Wendover Area | No Response Required |

Appendix 2 – Finance Recommendations

The Finance Committee recommends:

To continue with the current WPC Financial Regulations. The Regulations were reviewed at the February 2021 Finance meeting and no changes were recommended.

Appendix 3 – Amenities Recommendations

The Amenities Committee recommends:

Installing a commentative stone at Witchell Meadow.

