

**Willington Parish Council**  
**Email: clerk@willingtonpc.org.uk**

**Date: 13<sup>th</sup> December 2019**

To: The Chairman and Members of Willington Parish Council

Dear Councillor

You are summoned to attend an Extraordinary Meeting of Willington Parish Council, which will be held at 7pm on **Thursday 19<sup>th</sup> December 2019** at The Old School, Castleway, Willington.

**Members are asked to complete the Declaration Sheet for items other than Disclosable Pecuniary Interests (DPI).**

Yours sincerely

*Debra Townsend*

Locum Clerk

**AGENDA**

**559/19 To Receive Apologies for Absence**

**560/19 Declaration of Members' Interests**

a) Members must ensure that they complete the Declaration of Members Interest sheet prior to the start of the meeting and must indicate the action to be taken (ie 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 a prejudicial interest but wish to make representation regarding the item before leaving the meeting, those representations must be made under item (c) of Public Speaking.

**561/19 Public Speaking, including County, District and Police Representation. Total 15 minutes.**

a) At the start of the meeting a period of not more than three minutes will be made available for members of the public and members of the Council to comment on any matter already on the agenda (Standing Order 3g). While members of the public are welcome to observe the full meeting, they **may not** take an active role once the question period has closed.

a) 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. Members of the Council however will restrict Police matters they raise to those relating to their Council Ward.

b) Members declaring a prejudicial interest who wish to make representation or give evidence under the Code of Conduct relating to Agenda items shall do so at this stage.

**562/19 To note the non-confidential Minutes of Willington Parish Council Footpaths and Open Space Group Meeting held on 21<sup>st</sup> October 2019, and agree the recommendations therein, subject to the following; (Attached at Annexe A).**

- a) 26/19 Revised Terms of Reference have been agreed by the Chair and Vice-Chair of this Group but have not been agreed by Full Council so have not been formally adopted.
- b) 32/19 Confirmation is required of where this budget has been allocated to the FOSG.
- c) To have a separate Working Group for Planning is suggested. Confirmation of how this is set up/membership/terms of reference etc. are required.
- d) Concerns relating to this Group have still not been addressed, as raised at the previous meeting.

**563/19 To confirm and agree as a true record the non-confidential Minutes of Willington Parish Council Meeting held on 12<sup>th</sup> November 2019 (Attached at Annexe B).**

**564/19 To confirm and agree as a true record the non-confidential Minutes of Willington Parish Council Burial Committee Meeting held on 19<sup>th</sup> November 2019, and agree the recommendations therein (Attached at Annexe C).**

**565/19 To confirm and agree as a true record the non-confidential Minutes of Willington Parish Council RAC Committee Meeting held on 2<sup>nd</sup> December 2019, and agree the recommendations therein (Attached at Annexe D).**

**566/19 To consider a resolution to close the meeting for public participation under the Public Bodies (admission to meetings) Act 1960.**

*"In view of the confidential nature of item..... to consider a resolution to exclude the press and public from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, S1, in order to discuss the item"*

**567/19 Planning Applications and how WPC can financially support objections to planning applications that are considered detrimental to Willington, utilising Parish funds. (Cllrs T. Bartram, J. Cullen, P. Cullen, C. Blanksby and R. Casey)**

The Locum Clerk has received further advice from DALC (attached at Annexe E).

**568/19 Locum Clerk's Reports**

None

**569/19 Neighbourhood Development Plan Feedback and any Resulting Actions**

**570/19 To Receive Reports from Cllrs on Outside Bodies and of Meetings Attended**

**571/19 Water Arrangements**

An email had been received requesting that South Staffs Water wish to discuss water supply arrangements and carry out a water regulation inspection at Willington Cemetery/Allotments, Willington Sport Ground and Willington Bowls Club. Cllr J. Cullen had attended a meeting on site. Further correspondence has now been received, and Councillors are asked to consider the remedial action required. Quotations for this work have been requested and will be reported at the Meeting (Correspondence attached at Annexe F).

**572/19 Finance – Income and payments to December 2019**

To approve the attached income and payments for October to 10<sup>th</sup> December 2019. An update may be provided at the Meeting (Attached at Annexe G).

**Please note that all invoices will be available for inspection at the Meeting.**

**573/19 Whistle Blowing Policy (Cllr P. Cullen)**

It has been requested that a Whistle Blowing Policy be considered for adoption. An example document is attached for consideration, and Councillors are asked to consider if they require the Locum Clerk to produce a Policy suitable for Willington Parish Council, to be approved at a future Meeting (Attached at Annexe H).

**574/19 Damage to Fence along the Railways Path (T. Bartram)**

**575/19 Confirmation of the 7.5t Weight Limit (T. Bartram)**

**576/19 FOI/SAR Request**

To note that an FOI request for a copy of any audio recordings of the meeting on 12/11/19 has been made, and also a Subject Access Request on any video footage taken at the meeting on 12/11/19 that contains the persons image.

**577/19 Planning Applications**

**To consider the following Planning Application;**

**THE VARIATION OF CONDITION 1 AND REMOVAL OF CONDITION NO. 4 OF PERMISSION REF. 9/2018/0959 (RELATING TO THE ERECTION OF A SUN CANOPY) AT 11 THE GREEN WILLINGTON DERBY**

**578/19 Items for Information**

All items of interest have been circulated by email

**579/19 Exclusion of the Press and Public**

**Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the Meeting due to the confidential nature of the business to be transacted.**

**580/19 Recruitment**

To confirm the offer of the permanent position of Clerk/RFO.

**581/19 Date of the next Meeting**

The date of the next Willington Parish Council Meeting is 14<sup>th</sup> January 2019 at The Old School, Castle Way, Willington, commencing at 7.00pm.