

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

Date: 19th September 2019

To; All Members of Willington Parish Council

With the agreement of the Chairman, you are hereby summoned to attend an **Extraordinary Meeting** of Willington Parish Council, to be held at **The Old School, Castleway, Willington** on **Tuesday 24th September 2019**, which will commence at **7.00 pm**.

Yours sincerely

Debra Townsend

Debra Townsend
Locum Clerk

AGENDA

Members are asked to sign the attendance sheet for the Meeting and to complete the declarations of interest sheet (if appropriate).

451/19 To Receive Apologies for Absence

452/19 Variation of Order of Business

453/19 Declarations 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 a Disclosable Pecuniary Interest but wish to make representations regarding the item before leaving the meeting, those representations must be made under item (c) of Public Speaking (if relevant).

(c) Members will be asked to confirm that the record is correct for Declarations of Interests for matters other than Disclosable Pecuniary Interests.

454/19 Public Speaking, including County, District and Police Representation

a) At the start of the meeting a period of not more than **fifteen minutes** will be made available for members of the public and members of the Council to comment on any matter already on the agenda. Each person may speak for up to **three minutes**. 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.

455/19 To consider a resolution under the Public Bodies (admission to meetings) Act 1960 to exclude members of the public due to the confidential nature of the business to be transacted.

456/19 Standing Orders and Sub-Committees

Discussion on the Council's Standing Orders and Sub-Committees.

457/19 The Locum Clerk's Contract of Employment

Discussion on the Locum Clerk's terms of temporary employment.

458/19 Locum Clerk's Three Monthly Report

Discussion on the contents of the Locum Clerk's three monthly report (submitted to Full Council 10.09.19).

459/19 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.

460/19 Councillors Responsibility when Dealing with Exempt/Confidential Items

Councillors are to be reminded of their responsibilities and duty when they are in receipt of Exempt and Confidential information. (This Item is Exempt due to dealing with matters that have previously been deemed as Confidential due to Commercial reasons).

461/19 Date of the next Meeting

The date of the next Willington Parish Council Meeting is 8th October 2019 at The Old School, Castleway, Willington, commencing at 7.00pm.