

SWALLOW PARISH COUNCIL

INCORPORATING THE VILLAGES OF SWALLOW & CUXWOLD

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Dear Councillor

You are hereby advised of the Full Council meeting of Swallow Parish Council which will take place on **Tuesday 4th May 2021 at 7.45pm** at which the under mentioned business will be transacted.

In accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020, the meeting will take place remotely using the Zoom platform.

The meeting ID is 789 6977 3934

Passcode is UuEkH3

Please be aware that as the Annual Parish meeting is to be held directly before this meeting there will not be a public forum.

Date: 27th April 2021

Signed: J A Sparks (Clerk/RFO to the Council)

AGENDA

1. **Election of Chair.** To elect the Chair of the Council for the forthcoming year 2021-2022. To receive the Chair's Declaration of Acceptance of Office.
2. **Election of Vice-Chair.** To elect the Vice-Chair of the Council for the forthcoming year 2021-2022. To receive the Vice-Chair's Declaration of Acceptance of Office.
3. **Apologies for Absence.** To receive and accept apologies where valid reasons for absence have been given to the Clerk prior to the meeting.
4. **To receive declarations of interest under the Localism Act 2011** – being any pecuniary interest in agenda items not previously recorded on Member's Register of Interests.
5. **To receive and consider any dispensation requests** on agenda items and decide whether they are to be granted.
6. **To approve as an accurate record the notes of the meeting held on 9th March** and to authorise the Chair to sign the official minutes.
7. **To consider and approve application for new councillor to be co-opted.**
8. **To agree the dates of Parish Council meetings for 2021-2022.** Dates proposed are the second Tuesday bi-monthly: 13th July, 14th September, 9th November, 11th January, 15th March, 10th May.
9. **To receive and consider a report from LCC & WLDC Councillors.**
10. **To receive and consider a report from the Police.**
11. **To receive a report from the Chair.**
12. **Unity Trust banking** – to retrospectively resolve that the RFO be given temporary delegated powers until 31st July 2021 to act as bank signatory, able to act only in the event

that a second signatory from those currently listed for Swallow Parish Council are unable to authorize a payment, within 48 hours of receiving a request from the RFO to do so.

13. **Replacement for Cllr Walgrave.** To resolve to select a replacement councillor as signatory to confirm balance on bank account reconciles with RFO account.

14. **To receive and consider a report from the Clerk to the Council** on any outstanding matters and correspondence received since the meeting of 9th March 2021.

15. **Financial matters:**

- To approve the bank reconciliation statement for March & April 2021.
- To ratify payments of accounts, salary, & payments already made.
- To approve Asset Register as of 31st March 2021.

To ensure compliance with external audit requirements

- To consider the Accounting Statements by the members meeting as a whole;
- To approve the Accounting Statements by resolution, and
- To ensure the Accounting Statements are signed and dated by the person presiding at the meeting at which approval is given.

16. **Co-option policy.** To approve the Co-option policy.

17. **Confirm Clerk/RFO in post.** Resolve to confirm Clerk/RFO has successfully completed probation period and approve position as permanent.

18. **Planning matters.** To consider any planning applications received and decide any comments that the Council wishes to make.

19. **Village Hall** – To receive an update from the Village Hall Committee.

20. **Resume face-to-face meetings** – To approve resumption of face-to-face meetings at the Village Hall from July 2021.

21. **Speeding on Beelsby Road** – to discuss and approve proposal to seek guidance from Highways regarding the ongoing issue with speeding vehicles on Beelsby Road.

22. **AOB** – to discuss any further business and agree any further items for inclusion in the agenda for the July meeting.

- Application for retrospective planning permission for a mountain biking facility in Ravendale Valley.

23. **Confirm date of next parish council meeting as 13th July 2021.**