

SILK WILLOUGHBY PARISH COUNCIL
Parish Clerk: Denise Gascoyne 82 Ermine Street ANCASTER NG32 3QP
Tel: 01400 230745 email Silkwillpc@gmail.com

23 September 2021

Dear Councillor,

You are hereby summoned to attend the next meeting of **SILK WILLOUGHBY PARISH COUNCIL** to be held on **30 September 2021** at **7.30pm** in the village hall, at which the undermentioned business will be transacted.

Prior to the commencement of the meeting there will be a 10-minute Public Forum where members of the public may ask questions or make short observations to the Parish Council.

Denise Gascoyne
Parish Clerk

AGENDA

1. **Chairman's Welcoming Remarks**
2. **Apologies for Absence:** To receive and accept apologies where valid reasons for absence have been given to the Parish Clerk prior to the meeting.
3. **Declarations of Interest:** To receive declarations of interest under the Localism Act 2011 – being any pecuniary or non-pecuniary interest in Agenda items not previously noted on Members' Register of Interest and any written request for dispensation.
4. **To approve and accept:** as a true record the notes of the Parish Council Meeting of the Council held on **29 July 2021** and to authorise the Chairman to sign the official minutes.
5. **County Councillor and District Councillor Report:**
 - a. Update on dead trees C321
 - b. Update on volume of traffic through Silk Willoughby.
6. **Vacancy for a Parish Councillor:**
 - a. To co-opt a new parish councillor
7. **Parish Clerk Update and Report:**

8. Finance:

- a. To resolve to approve cheque payments as per the approval list – already circulated.
- b. To accept Cashbook and Bank Reconciliations to 31 July 2021 and 31 August and Chairman to sign.
- c. Notification had been received from PKF Littlejohn they had received and logged notification of exempt status for year ending 31 March 2021.

9. Planning:

10. Councillor Reports:

11. Correspondence:

- a. Local Councils Update – circulated to Cllr Mrs Roberts
- b. LALC e-news – circulated to all Cllrs.
- c. NKDC news – circulated to Cllr Mrs Roberts
- d. Local Councils Update September – forwarded to Cllr Mrs Roberts
- e. NKDC Changes to Recycling – circulated to all Cllrs.

12. To resolve to accept the following policies:

- a. Data Breach Policy – circulated to all Cllrs.
- b. Data Protection Policy – circulated to all Cllrs.
- c. Social Media Policy – circulated to all Cllrs.

13. Training:

- a. Precept Calculator Training Edge IT Systems 10.30am 07.10.21 – clerk to attend.

14. Date of Next Meeting:

- a. To note the date of the next meeting as 25 November 2021