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# CONEY WESTON PARISH COUNCIL MEETING

## MONDAY 15<sup>TH</sup> JULY 2024 @ 7:00

### CONEY WESTON VILLAGE HALL

THE PUBLIC AND PRESS ARE CORDIALLY INVITED TO BE PRESENT.

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## AGENDA

- 1. Welcome to the New Parish Clerk.** Introduction of Vicki Gay, our new Parish Clerk and receive update on proposed administration changes.
- 2. Formal Resignation.** Acknowledge the formal resignation of Councillor Flood.
- 3. Apologies for Absence.**
- 4. Co-option of new Parish Councillor**
- 5. Members' Declarations of Interest and Dispensations.**
  - 5.1. Receive declarations of interest from councillors on items on the agenda.
  - 5.2. Receive written requests for dispensations for disclosable pecuniary interests.
  - 5.3. Grant dispensations as appropriate under Section 33 of the Localism Act.
- 6. Minutes.** Confirm and sign the minutes of the Annual Parish Council Meeting held on Thursday, 9th May 2024, and the Extraordinary Meeting held on Wednesday, 19th June 2024, as correct records.
- 7. Public Participation.** Open the meeting to the public for a maximum of 15 minutes, with each speaker limited to 3 minutes.
- 8. Report from Suffolk County Councillor.** J. Spicer.
- 9. Report from West Suffolk Councillor.** A. Smith.
- 10. Councillors' Reports.**
  - 10.1 Cllr Clarke: Defibrillator, village group liaison, volunteers.
  - 10.2 Cllr Bedford: First Aid/Defibrillator Awareness Sessions, objects on grass verges.
  - 10.3 Cllr Francis: Community Development, new residents.
  - 10.4 Cllr Lock: Playing Field "Task and Finish" group, planning, and speeding device.
  - 10.5 Cllrs Clarke and Lock: Highways, including flooding, hedges, and footpaths.
- 11. Finance**
  - 11.1. Review income and expenditure from 3rd May 2024 to 30th June 2024.
  - 11.2. Authorise and sign off payments listed on the payment schedule.
  - 11.3. Review current interest rates on reserve funds.
  - 11.4. To consider the use of accounting software for the preparation of Parish Council accounts

## **12. Village Notice Boards.**

- 12.1. Discuss current arrangements for the new and existing notice boards.
- 12.2. Cllr Francis to present a Notice Board Policy (previously circulated).

## **13. Derelict Land Between No. 2 and 3 Thetford Road.**

- 13.1. Discuss possible future uses of the land owned by West Suffolk Council.

## **14. Purchase of New Speed Indicator Device (SID).**

- 14.1. Cllr Bedford to present the final report/recommendation on the most appropriate SID.

## **15. Improving Speech Volume and Clarity at Village Hall Meetings.**

- 15.1. Cllr Francis to present the latest findings and recommendations.

## **16. The Swan Pub (Currently Closed).**

- 16.1. Discuss whether the Parish Council should initiate listing the pub as an Asset of Community Value.
- 16.2. Discuss whether the Parish Council should hold a public meeting to assess support for developing a community pub.

## **17. Complaint from Resident.**

- 17.1 To note receipt of complaint from a local resident.

## **18. Policy Reviews.**

- 18.1. Discuss and approve the updated policies listed below:
  - 18.1.1 Complaints Policy.
  - 18.1.2 Safeguarding Policy.
  - 18.1.3 Data Protection Policy (work in progress).
- 18.2. Consider the adoption of the Behaviour and Expectations Policy (circulated).

## **19. Standing Orders – Amendment to Section 19.**

- 19.1. Amend the heading to: "Handling Staff Matters & Management of the Parish Clerk and RFO."
- 19.2. Approve a new subsection, Sec. 19 (h): "Responsibility for managing the Clerk lies with the Parish Council. A Councillor will be appointed as line-manager, to manage the day-to-day contact with, and to support, supervise and appraise the work of the Clerk. Specific areas of responsibility for the line-manager will include leave requests, absences from work, informal grievances, discipline matters, and monitoring time sheets."

## **20. Councillors Reports and Items for Future Agenda**

### **21. Correspondence for Information**

### **22. Date of Next Meeting. TBA.**

### **23. Exclusion of the Public and Press.**

To consider the exclusion of the public and press in the public interest for the consideration of the following items:

- 23.1 Personnel Issues.
- 23.2 Legal Issues.