**A church with a cross on a hill

Description automatically generated**

**WEST HADDON PARISH COUNCIL**

**EXECUTIVE OFFICER: Mrs Gill Wells**

**Email:** [**executiveofficer@westhaddonparishcouncil.gov.uk**](mailto:executiveofficer@westhaddonparishcouncil.gov.uk)

**Councillors - You are summoned to attend the Parish Council Meeting of West Haddon Parish Council on Tuesday 3rd December 2024 19.00pm**

West Haddon Parish Council Community & Sports Pavilion, Northampton Road, West Haddon. NN6 7AS

Please inform the Executive Officer of your apologies, in writing / email, should you be unable to attend.

Members of the Press & Public are welcome to attend – WHPC standing orders are available at [www.westhaddonparishcouncil.gov.uk](http://www.westhaddonparishcouncil.gov.uk)

Gill Wells 27th November 2024

|  |  |
| --- | --- |
| **Item No.** | **OPENING PROCEDURES** |
| 24/231 | PUBLIC SESSION – Members of the public are invited to address the meeting on agenda items **only** for a maximum of 3 minutes per item / per person only as per the Council’s Standing Orders and, thereafter, Members of the Public may only address the meeting if invited to do so by the Chair. No decisions can be made by the Council under this item. If a member of the public has a specific item for discussion, not on the agenda, please contact the Executive Officer at the email address above who will refer the matter to the next appropriate meeting for discussion, if required. |
| 24/232 | TO RECEIVE REPORTS FROM WNC REPRESENTATIVES – Written or verbal reports accepted. |
| 24/233 | TO RECEIVE REPORTS / UPDATES FROM POLICE AND THE POLICE LIAISON REPRESENTATIVE –. Written or verbal reports accepted Local Government & Rating Act 1997 s31. |
| 24/234 | TO RECEIVE & APPROVE APOLOGIES. LGA 1972 Sch12, para 40. |
| 24/235 | TO RECEIVE DECLARATIONS OF INTERESTS. Localism act 2011 and the relevant authorities (DPI) regulations 2012. |
| 24/236 | REQUESTS RECEIVED FOR PECUNIARY DISPENSATIONS. To be received in writing to the Executive Officer of the Council prior to the Council meeting. Localism Act 2011. |
| 24/237 | TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING 5th NOVEMBER 2024. LGA 1972 Sch12 p41(1). |
| 24/238 | MATTERS ARISING– To receive reports / updates from previous meeting from Officers / Councillors – Please note, no decisions or discussions can take place under this item.   * Land Registration – 1899 Commons Act; * Crown Lane – Highways Act 1980 ss43 & 50. * Biodiversity 5 year plan report – Natural Environment & Communities Act 2006. * Village Hall Update. |
| **Item No.** | **POLICE & CRIME MATTERS – TO REVIEW AND APPROVE THE FOLLOWING:-** |
| 24/239 | STREET WATCH SCHEME LAUNCHED – To be updated on correspondence from the Police and agree any actions arising therefrom given the Council’s resolution at the November meeting. Local Government & Rating Act 1997 s31. |
| **Item No.** | **GOVERNANCE & TRAINING MATTERS:-** |
| 24/240 | TRAINING UPDATES AND REQUIREMENTS / APPRENTICESHIP SCHEME– To be apprised of training undertaken. LGA 1972 s111. |
| 24/241 | SEXUAL HARASSMENT POLICIES AND PROCEDURES – To receive & indicate understanding of the detailed briefing note and agree next actions. Worker Protection (Amendment of Equality Act 2010) Act 2023. |
| 24/242 | FREEDOM OF INFORMATION REQUEST – To be notified of a FOI request received and response from the EO. Freedom of Information Act 2000. |
| 24/243 | CONSULTATIONS – To be apprised of consultations from WNC as well as those pertaining to the operation of Councils e.g. the Remote meetings and proxy voting consultation. LGA 1972 s111. |
| **Item No.** | **FINANCE, ASSETS & FACILITIES COMMITTEE – TO RECEIVE, APPROVE / CONFIRM THE FOLLOWING** |
| 24/244 | TO RECEIVE THE MINUTES OF THE FINANCE, ASSETS & FACILITIES COMMITTEE 18th NOVEMBER 2024 & TO NOTE ACTIONS WITHIN. LGA 1972 s111. |
| 24/245 | TO RECEIVE THE BANK RECONCILIATION UP TO 31ST OCTOBER2024. Accounts & Audit Regs 2015 reg 5. |
| 24/245 | TO RECEIVE THE BUDGET VERSUS EXPENDITURE SUMMARY REPORT UP TO 31st OCTOBER 2024. Accounts & Audit Regs 2014 / 2015 reg 5. |
| 24/246 | TO RECEIVE THE LIST OF INVOICES FOR NOTIFICATION & APPROVAL (including invoices paid between meetings). Accounts & Audit Regs 2104 / 2015 reg 5. |
| 24/247 | PUBLIC WORKS LOAN BOARD – To be notified of Direct Debit payment due. PCA 1957; Accounts & Audit Regs 2104 / 2015 reg 5. |
| 24/248 | FINANCIAL RISK MANAGEMENT ASSESSMENT – To be reviewed and approved. Accounts & Audit Regs 2104 / 2015 reg 5. |
| 24/249 | ASSET REGISTER – To receive and approve the latest asset register. Accounts & Audit Regs 2104 / 2015 reg 5. |
| 24/250 | PAVILION DEVELOPMENT – TO RECEIVE AN UPDATE & AGREE A DATE FOR A WORKING PARTY MEETING.  LGA 1906 ss 9 & 10. |
| 24/251 | GRANT APPLICATIONS RECEIVED FOR CONSIDERATION (if any):  LGA 1972 s137. |
| 24/252 | HIRE OF PAVILION CHARGES REVIEW – To approve the recommendation from the Finance, assets and facilities management committee. Misc 1976. |
| **Item No.** | **HUMAN RESOURCES COMMITTEE** |
| 24/253 | TO BE NOTIFIED OF UPDATES WITH REGARD:-   * ENVIRONMENTAL MAINTENANCE OPERATIVE POSITION.   LGA 1972 S111. |
| **Item No.** | **PLANNING, HIGHWAYS AND NDP** |
| 24/254 | PLANNING – TO REVIEW PLANNING APPLICATIONS RECEIVED FOR CONSULTATION:-   * 2024/4896/S73 – HOLLYTREE COTTAGE, NN6 7AW   Town & Country Planning Act 1990 sched 1 para 6. |
| 24/255 | TRAFFIC ENFORCEMENT ISSUES / HIGHWAYS – To be reminded of the site visit and purpose of meeting 11th December 2024. Highways Act 1980. |
| 24/256 | ELECTRIC VEHICLE CHARGING REQUIREMENTS – To be notified of requirements. Highways Act. |
| **Item No.** | **EVENTS / HEALTH & WELLBEING** |
| 24/257 | DAISIES HEALTH AND WELLBEING ACTIVITIES UPDATE. Local Government and Public involvement in Health Act 2007. |
| 24/258 | YOUTH CLUB UPDATE. Local Government misc provisions 1976 s19. |
| 24/259 | BONFIRE NIGHT EVENT DEBRIEF. LGA 1972 s145. |
| 24/260 | PARK RUN EVENT DECEMBER 2024, DTBA. LGA 1972 s145. |
| **Item No.** | **COMMUNICATIONS** |
| 24/261 | WHNEWS REVIEW UPDATE & PROPOSAL FOR APPROVAL. LGA 1972 S142 |
| **Item No.** | **CLOSING PROCEDURES** |
| 24/262 | DATE OF NEXT FULL COUNCIL MEETING:-   * FULL COUNCIL 7th JANUARY 2025.   N.B. Meetings are confirmed once an agenda has been sent with a summons. |