**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 7th January 2025 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)

PLEASE NOTE, THERE WILL BE A SHORT PRESENTATION FROM TRUSTEES OF THE LOVETT’S CHARITY FOLLOWED BY A Q & A FROM 6.30PM UNTIL 7PM ON TUESDAY 7TH JANUARY 2025 WITH REFERENCE TO THE ALMS HOUSE DEVELOPMENT. PLEASE ARRIVE PROMPTLY AS THE FULL COUNCIL MEETING WILL COMMENCE AT 7PM.

Please be aware, it is unlawful to discuss any items that are not on the agenda.

Gill Wells 27th November 2024

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| **Item No.** | **OPENING PROCEDURES** |
| 24/263 | 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. |
| 24/264 | TO RECEIVE REPORTS FROM WNC REPRESENTATIVES – Written or verbal reports accepted. |
| 24/265 | TO RECEIVE REPORTS / UPDATES FROM POLICE AND THE POLICE LIAISON REPRESENTATIVE –. Written or verbal reports accepted Local Government & Rating Act 1997 s31. |
| 24/266 | TO RECEIVE & APPROVE APOLOGIES. LGA 1972 Sch12, para 40. |
| 24/267 | TO RECEIVE DECLARATIONS OF INTERESTS. Localism act 2011 and the relevant authorities (DPI) regulations 2012. |
| 24/268 | 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. |
| 24/269 | TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING 3RD DECEMBER 2024. LGA 1972 Sch12 p41(1). |
| 24/270 | MATTERS ARISING– To receive reports / updates from previous meeting from Officers / Councillors – Please note, no decisions or discussions can take place under this item.   * Fireworks 2025; * Bus Shelter Morrison Park Road; * Hire of Pavilion Charges; * Worcester Close Green. |
| **Item No.** | **GOVERNANCE & TRAINING MATTERS:-** |
| 24/271 | TRAINING UPDATES AND REQUIREMENTS – To be apprised of training undertaken / upcoming. LGA 1972 s111. |
| 24/272 | SEXUAL HARASSMENT POLICY– To receive & indicate understanding of the detailed briefing note circulated to Councillors and approve the policy content. Worker Protection (Amendment of Equality Act 2010) Act 2023. |
| 24/273 | PROCUREMENT POLICY – To receive and approve understanding of the procurement policy / statutory requirements. The Procurement Act 2024. |
| 24/274 | RISK MANAGEMENT POLICY – To receive and approve the prepared policy. LGA 1972 s111. |
| 24/275 | TO CONSIDER & RESPOND TO THE GOVERNMENTS CONSULTATION ON STRENGTHENING THE STANDARDS AND CONDUCT FRAMEWORK FOR LOCAL AUTHOIRITIES IN ENGLAND. Localism Act 2011. |
| **Item No.** | **FINANCE, ASSETS & FACILITIES COMMITTEE – TO RECEIVE, APPROVE / CONFIRM THE FOLLOWING** |
| 24/276 | TO RECEIVE THE BANK RECONCILIATION UP TO 30th NOVEMBER2024. Accounts & Audit Regs 2015 reg 5. |
| 24/277 | TO RECEIVE THE BUDGET VERSUS EXPENDITURE SUMMARY REPORT UP TO 30TH NOVEMBER 2024. Accounts & Audit Regs 2014 / 2015 reg 5. |
| 24/278 | TO RECEIVE THE LIST OF INVOICES FOR NOTIFICATION & APPROVAL (including invoices paid between meetings). Accounts & Audit Regs 2104 / 2015 reg 5. |
| 24/279 | ASSET REGISTER – To receive and approve the latest asset register. Accounts & Audit Regs 2104 / 2015 reg 5. |
| 24/280 | PAVILION DEVELOPMENT PROJECT BOARD– To receive notes of the meeting Monday 16th December 2024; to approve building regulations and commission preparation of drawings for building regulations and tendering purposes; to approve membership of the Pavilion Development Board; to approve Terms of Reference for the Board; to agree the date for the next meeting and any actions in between. LGA 1906 ss 9 & 10. |
| 24/281 | GRANT APPLICATIONS RECEIVED FOR CONSIDERATION (if any):  LGA 1972 s137. |
| **Item No.** | **COMMUNICATIONS – including newsletter / social media & website** |
| 24/282 | WHNEWS REVIEW UPDATE. LGA 1972 S142 |
| 24/283 | WEBSITE UPDATE. LGA 1972 S142 |
| **Item No.** | **HUMAN RESOURCES COMMITTEE** |
| 24/284 | TO AGREE DATE FOR THE NEXT MEETING OF THE COMMITTEE. LGA 1972 S111. |
| **Item No.** | **PLANNING, HIGHWAYS AND NDP** |
| 24/285 | PLANNING – TO REVIEW PLANNING APPLICATIONS RECEIVED FOR CONSULTATION:-   * 2024/4134/FULL – 32 MORRISON PARK ROAD, NN6 7BJ * 2024/5647/TCA – BANKFIELD, WEST END, NN6 7AY * 2024/5574/FULL – PARK HOUSE, NORTHAMPTON ROAD, NN6 7AS.   Town & Country Planning Act 1990 sched 1 para 6. |
| 24/286 | HIGHWAYS MATTERS – To discuss the site visit undertaken 11th December 2024 and any actions the Council may wish to pursue arising therefrom. Highways Act 1980. |
| **Item No.** | **BIODIVERSITY / SUSTAINABILITY & CLIMATE ACTION** |
| 24/287 | BIODIVERISTY 5 YEAR PLAN – To receive an update on meetings held and approve actions agreed. Environment Act 2021. |
| **Item No.** | **EVENTS / HEALTH & WELLBEING / COMMUNITY ENGAGEMENT** |
| 24/288 | DAISIES CAFÉ, HEALTH AND WELLBEING ACTIVITIES UPDATE. Local Government and Public involvement in Health Act 2007. |
| 24/289 | YOUTH CLUB UPDATE. LGA 1972 s111. |
| 24/290 | EVENTS 2025. LGA 1972 s145. |
| **Item No.** | **COMMUNITY** |
| 24/291 | PARISH COUNCIL SURGERIES. LGA 1972 s111. |
| 24/292 | WEST HADDON VILLAGE HALL UPDATE. LGA 1972 s111. |
| **Item No.** | **CLOSING PROCEDURES** |
| 24/293 | DATE OF NEXT FULL COUNCIL MEETING:-   * FULL COUNCIL 4th FEBRUARY 2025.   N.B. Meetings are confirmed once an agenda has been sent with a summons. |