

LATCHINGDON PARISH COUNCIL

Mrs. Nikki Harman
Clerk to the Council
Parish Room, Latchingdon Village Hall
Latchingdon
Essex
CM3 6EX

Telephone No: 07506026704

email: Latchingdonpc@yahoo.co.uk

website: <http://www.essexinfo.net/latchingdon-parish-council/>

Face book page: <https://facebook.com/pages/Latchingdon-Parish-Council/>

01 November 2019

Dear Councillor,

You are summoned to attend the MEETING of **LATCHINGDON PARISH COUNCIL** to be held at the Parish Room in the **VILLAGE HALL**, on **Thursday 07 November 2019** commencing **at 7.00 p.m.** when the following business is proposed to be transacted.

Yours sincerely,

Nikki Harman

Nikki Harman Parish Clerk/RFO

Chairman: Cllr Lynn Robinson
Vice Chairman: Cllr Gill Winsor
Councillors: Cllrs Clayton, Jones, Rogers & Ruocco

AGENDA

1. APOLOGIES

To consider any members apologies. Please note that Councillor J. Ruocco has notified the Clerk that due to work commitments over the next couple of months is unable to attend evening meetings.

2. TO REVIEW THE MINUTES OF THE MEETING HELD ON 26 September 2019

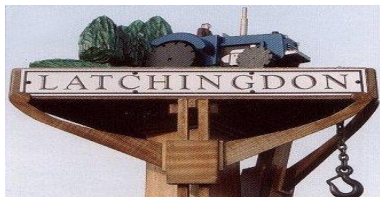
3. DECLARATION OF INTERESTS

Opportunity for Councillors to Declare an interest in any item(s) on the agenda in accordance with the Council's Code of Conduct. **Councillors are reminded that if their interests have changed then they have an obligation to update their form at the District Council within 28 days of that change.**

4. PUBLIC SESSION

No decisions can be made under this heading – and time designated should be no more than 15 minutes – items requiring a decision should be put on Agenda for next meeting.

Parish Clerk - Parish Office
Latchingdon Village Hall, Latchingdon, Essex CM3 6EX Telephone: 07506026704



LATCHINGDON PARISH COUNCIL

5. CO-OPTION OF PARISH COUNCILLOR

- a) Discuss applications from the potential candidate.
- b) Councillors to cast vote by show of hands for co-opted candidate retrospectively.
- c) If appropriate for new Councillor to sign the declaration of interest, and associated forms.

6. RESIGNATION OF COUCILLOR GRAHAM ROGERS

To note the resignation of Graham Rogers with immediate effect. May the Council take this opportunity to formally thank Graham for his dedicated role for the last fourteen years.

The Council need to co-opt a new Councillor and fill the vacant roles on committees.

7. NOMINATE AND VOTE FOR CHAIR OF KING GEORGE V PLAYING FIELD COMMITTEE

8. NOMINATE AND VOTE FOR REPRESENTATIVE FOR HIGHWAYS/PUBLIC TRANSPORT/FLOODING

9. DISTRICT COUNCILLOR'S REPORT

Review and note report

10. CLERK'S REPORT

Review and note action report

11. HIGHWAYS, FOOTPATHS & TRANSPORT REPORT

- a) To report any street lights not working or road, footpaths, pavement and signage defects and update on previously reported faults.
- b) To note any update on any partnership meetings on Transport or Highways.

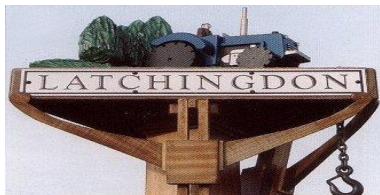
12. TO NOTE NEW LATCHINGDON WEBSITE UPDATE FROM CLERK

13. ALLOTMENTS

- a) To note there are 3 on the waiting list.
- b) To note there is an outstanding complaint on Plot 7 leaseholder and they have been given to the end of November to tidy plot.

14. FINANCE/PAYMENT OF ACCOUNTS

- a) To review, agree and sign payments and receipts for October 2019.
- b) Councillors to note the Budget year to date report.
- c) Barclays Bank Mandate, needs 2 new signatories to be elected and sign and complete necessary paperwork, provided by Clerk.



LATCHINGDON PARISH COUNCIL

15. KING GEORGE V PLAYING FIELD GENERAL UPDATE FROM CLERK.

- a) To decide on replacing 3 rubbish bins that are deemed unsafe
- b) To consider budgeting for a Parish Tree Survey for 2020/21

16. VILLAGE HALL GENERAL UPDATE FROM CLERK

- a) To note Cllr Lynn Robinson is now a qualified Fire Safety Officer, and consequently need to action the following: updating hirer forms/contracts; signage and invest in a smoke alarm.

17. LATCHINGDON COMMUNICATIONS

- a) To review draft of Latchingdon Bites, that will be updated after full council meetings and can be added to Website, Facebook and printed out and left at Post Office and DJs supermarket.

18. TRAINING

To discuss and decide upon any training that members or the Clerk wish to take part in.

19. TO UPDATE MEMBERS ON MEETINGS ATTENDED NOT SHOWN AS A SEPARATE AGENDA ITEM OR MEETINGS TO BE ATTENDED.

20. DATE OF NEXT MEETING & ANY ITEMS FOR THE NEXT AGENDA.

The next meeting to be held on Thursday 28 November 2019 at 7.00 p.m.