

# Weedon Parish Council Summons to Meeting

Thursday 19 May 2021 8.30 pm

To members of Weedon Parish Council, you are hereby summoned to the Annual Parish Council Meeting of the Weedon Parish Council on 19 May 2021 at 8.30 pm, to be held in the Old Schoolrooms for the purpose of transacting the following business.

Issue date –Thursday 13 May 2021

*Ruth Millard*

Clerk to the Parish Council

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- 56/21 Acceptance of Office of Councillors** Members to sign their acceptance forms.
- 57/21 Nomination and Acceptance of Office of Chair and Vice Chair**
- 58/21 Councillor Vacancy** To consider co-option of Poonam Gupta to the Council.
- 59/21 Public Open Forum** For residents to bring items to the Council's attention.
- 60/21 Apologies and Members' Interests** To receive and accept any apologies for absence.  
Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Weedon Parish Council Code of Conduct for Members and by the Localism Act 2011.
- 61/21 Approval of Minutes**  
To agree the minutes from the Virtual Zoom Planning Meeting 29 April 2021.
- 62/21 Review of Council's Statutory and Governance Documents for 2021/22**
- a. Standing Orders
  - b. Financial Regulations
  - c. Complaints Procedure
  - d. Privacy Policy and Notice
  - e. Equality & Diversity Policy
  - f. Risk Assessments
  - g. GDPR Data Audit
  - h. GDPR Retention of Documents Policy
  - i. Information Policy
  - j. Procedure for requests made under the Freedom of Information & Data Protection Act
- 63/21 Appoint representatives** eg. Buckinghamshire Council Community Board Wing & Ivinghoe
- 64/20 Review inventory of assets**
- 65/20 Confirmation of insurance cover**
- 66/20 Review of the Council's subscriptions to other bodies** eg. NALC & BMKALC, SLCC
- 67/20 Determine time and place of ordinary meetings for the next year**  
To agree time and place of ordinary meetings of full Council up to the next Annual Meeting.
- 68/20 Annual Governance and Accountability Return 2021/22** To agree to consider and sign off in June.
- 69/21 Planning** No new applications at the time of printing.
- 70/21 Finance and Accounts**
- a. Payments
  - b. Accounts. To agree statement of accounts and bank reconciliation for end March 2021.
- 71/21 Environment**
- a. Footpaths, Footways and Highways, including**
- i. Speed Control. MVAS, SpeedWatch. Update.*
  - ii. Footpaths inc gates, signs. Update.*
  - iii. Grit bins. Update.*
  - iv. Transport for Bucks: Update, including Stockaway signage, High St railing.*
  - v. Devolved services eg. sign clean*
- b. Street lighting**
- c. Park and Play Area** *i. Inspections* *ii. Horticultural* *iii. Use by groups*
- d. Pond, Grass, Hedges and Verges**  
To include wildflower verges, village tidiness/litter, overhanging hedges/trees, horticultural works, new pond bench
- e. Management of Weedon Graveyard**
- i. Charges. Review.*
  - ii. Horticultural*
  - iii. Applications for burials, memorials and EROBs. Review and update.*
- f. New capital projects** To agree projects for 21/22.
- 72/21 Correspondence and Communications**
- a. Annual PC newsletter. To discuss production.
  - b. Website. Inc gov't WCAG (Website Content Accessibility Guidelines).
  - c. Community Board. Update.
- 73/21 Coronavirus emergency.** To review actions and policies.
- 74/21 Date of next meeting.** To agree date of next meeting (June) to sign off gov and accountability return.