 Fittleworth Parish Council

Members of the Parish Council

All members of the Council are summoned to a meeting of

Fittleworth Parish Council

The meeting will be held at

The Sports Pavilion, Fittleworth

on

**Monday 21st February 2022 at 7pm**

Members of the Public - Members of the public are very welcome to attend and will be given the opportunity to speak at item 6 on the agenda. There will also be reports from District and County Councillors.

Rachel Gorvin, Parish Clerk, On behalf of Fittleworth Parish Council

15th February 2022

**AGENDA**

**1. Apologies for absence** – to receive and approve apologies for absence

**2. Minutes of the last meeting** – to consider for approval the minutes of the meeting held on 17th January 2022.

**3. Crime** – to receive a report from PCSO Billingham.

**4. County Councillor reports** – to receive report and update on County matters.

**5. District Councillor reports** – to receive a report and update on District matters.

**6. Public questions –** to receive questions and comments from members of the public.

**7. Declarations by Council Members of personal or prejudicial interest** – to receive any declarations of interest as defined under the Localism Act 2011.

**8. Queens Platinum Jubilee Projects** – to discuss the formation of a working group and any progress to date. Including update from the Chair on Millennium Arch.

**9. Emergency Plan** – Update on format of, implementation and review of an emergency plan.

**10. Parish Clerk report –** to receive and review a report from the Parish Clerk.

**11. Emails and Microsoft Office 365** – to discuss email issues and update on Microsoft Office 365

**12. Finance**

**a) RBS software –** update on progress

**b) Bank Mandate** – update on progress on amendments to the bank mandate.

**c) On-Line Banking** – update on on-line banking.

**d) Payments** – to receive details and agree payment of outstanding invoices.

**e) Financial Reports –** to receive RBS generated reports and agree what Council would like to see monthly.

**13. Planning**

a) Planning Committee Agenda – to receive the draft minutes of the planning committee meeting held on 3rd February 2022.

b) Planning Committee Recommendations – to receive, discuss and agree any recommendations from the planning committee.

**14. Action List** – to note updates received.

**15. Working Groups** – to receive updates (if applicable) from the following

a) Community Hub Working Group

b) Communications Working Group

c) Save the Swan Working Group

d) Maintenance Working Group

e) Highways and Traffic Working Group

f) Hesworth Common Management Committee

g) Birchwalks Wood

h) Footpaths

i) Village Hall and other Outside Bodies

j) Flood Resilience Working Group

**16. Sports Pavilion** – to receive an update.

**17. Chair’s Announcements** – to receive any announcements from the Chair

**18. Matter Raised by Councillors** – to receive any items of note or for submission as future agenda items.

**19. Date of next meetings** – to agree date and location for the next meeting.