



## Stainland and District Parish Council 20th Ordinary Meeting Agenda

11<sup>th</sup> December 2019

Notice is hereby given that 20th meeting of Stainland and District Parish Council will be held in Stainland Library on Thursday 19<sup>th</sup> December 2019 at 7.30pm for the purpose of transacting the following business.

Members of the public and press are invited to attend and may address members of the Council, during the item set aside for public participation.

J Goldthorpe, Clerk

	Item
19.20.1	Apologies and Reasons for Absence and Lateness To receive apologies and approve any reasons for absence presented to the Council
19.20.2	To receive Parish Councillors' declarations of interest
19.20.3	To a) accept the minutes of the 19th General Meeting of Stainland and District Parish Council held on Thursday 21st November 2019 b) for the Chair to sign & date the previous minutes
19.20.4	Public Participation Session
19.20.5	Correspondence To discuss correspondence received and consider any necessary action
19.20.6	Finance <ul style="list-style-type: none"><li>An update of the recent banking transactions.</li><li>To discuss &amp; authorise payments to be made this month</li></ul>
19.20.7	To discuss and agree a draft budget and capital programme
19.20.8	To discuss staff appraisals
19.20.9	To make a decision on the proposal to employ an Environmental Warden and to agree the job description & personal specification and, should the council agree, to progress with this.
19.20.7	To discuss the Holywell Inn and it's relisting as an Asset of Community Value To discuss accepting asset transfers from Stainland & District Community Association. To discuss the recruitment process for a new Parish Clerk & the allocation of duties during the interim / handover period.
19.20.10	To discuss & agree if the clerk's annual leave entitlement must be taken prior to the end of employment or if the Parish Council will make payment for any hours not taken.
19.20.11	To discuss reducing the committee meetings and the amalgamation of them onto full Council meetings.
19.20.12	To discuss future event planning and timing
19.20.13	To receive an update from Councillors of projects they have been involved with within the district.
19.20.14	To discuss setting up an online calendar for the Parish Councillors to share.
19.20.15	To receive an update from the Environment Committee meeting held on 26th November 2019.
19.20.16	To agree Agenda items for the next meeting
19.20.17	Date and Venue of Next Meeting Thursday 16th January 2020 at 7.30pm at Stainland Library