


# Wiggenhall St Mary Magdalen Parish Council

I hereby give you notice that an Ordinary of the above named Parish Council will be held at Wiggenhall St Mary Magdalen Village Hall on 8 June 2023 at 6.30 pm. All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder. The meeting will be open to the public unless the Council otherwise direct. **10 minutes will be allowed during the meeting for members of the public to raise points of concern on agenda items.**

## Agenda

- 35.23 Receive **apologies** for absence
- 36.23 Confirm as a correct record the **minutes of the meeting** of the Council held 11 May 2023. Draft minutes previously circulated
- 37.23 Accept **declarations of interest and dispensation requests** on agenda items
- 38.23 Agree meeting be adjourned to allow **members of the public** to speak
- 39.23 **Matters arising** not covered elsewhere on the agenda (for information only)
- 40.23 **Correspondence** (for information only)
- 41.23 **Highways** -Receive reports of highways issues including lighting and public footpaths
- 42.23 Receive **Councillors reports**
- 43.23 **Phone Boxes** - update
- 44.23 **Paddocks**
  - a Update on paddock payments
  - b Consider future protection of paddocks from badger's diggings
- 45.23 **Cemetery**
  - a Fees Review
  - b Risk Assessment Review
  - c Regulations Review
  - d Annual Inspection
- 46.23 **Asset Inspection** – Arrange regular inspections and reports
- 47.23 **Insurance** – review policy
- 48.23 **Policies** – review the following
  - a Complaints Procedure
  - ci E-mail, internet and computer system policy
  - d Communication and Social Media Policy
  - f Disciplinary and Grievance Arrangements
  - h Media Relations Policy
  - b Child Protection Policy Statement
  - cii Sign acceptance slip for the above
  - e Equal Opportunity Policy
  - g Habitual or Vexatious Complainants Policy
  - i Scheme of Delegation
- 49.23 **Planning** - Consider applications received
- 50.23 **Finance**
  - a Resolve to accept monthly accounts to 31 May 2023
  - b Approve expenditure to replace defibrillator pads
  - c Resolve to pay schedule of payments
  - d Check of budget against expenditure and clerk's worked hours
  - e Update on Audit documentation publications
  - f Resolve if contract for playing field is to include additional items as requested.
- 51.23 **Councillors' concerns and agenda items** for next meeting –*information only*
- 52.23 Agree meeting be adjourned for **Public Speaking**.
- 53.23 Confirm date of next meeting 13 July 2023.



1 June 2023