Louise Goldsmith – Clerk

Falmouth Place, Five Oak Green

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To All Parish Councillors.

ALL COUNCILLORS ARE HEREBY SUMMONED to a meeting of the PARISH COUNCIL to be held Capel Village Hall, Falmouth Place, Five Oak Green at 7.30pm on Monday 28 November when it is proposed to transact the business shown in the agenda below.

The Meeting will be open to the press and public (*Public Bodies (Admission to Meetings) Act 1960)*

Louise Goldsmith

Clerk Date of Issue: 22 November 2022

**AGENDA**

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| Minute No | Agenda  No |  |
| **955**  **956** | 1. Administration – Fire Exits, Fire Meeting Point, Mobile Phones, intention to record. 2. **APOLOGIES –** to receive and accept apologies for absence *(LGA 1972 s85 (1))* 3. **DECLARATIONS OF INTEREST**. To receive declarations of pecuniary and non-pecuniary interests.   Where any councillor has a Disclosable Pecuniary Interest (as defined in the Members’ Code of Conduct) in any matter to be considered at a meeting of the Council, a committee or sub-committee they must withdraw from the meeting room during the whole of the consideration of that matter and must not participate in any vote on that matter unless a dispensation has been obtained from the Monitoring Officer. |  |
| **957** | 1. **CHAIRMAN’S ANNOUNCEMENTS** |  |
| **958** | 1. **APPROVAL OF MINUTES**   To consider the minutes of the Full Council Meeting of the 31 October 2022 and if in  order to authorise the Chair to sign as a true and accurate record.  *(LGA 1972 sch. 12, para 41(1))* |  |
| **959**  **960**  **961**  **962** | 1. **CLERKS REPORT/PAST MATTERS (Information purposes only)** 2. **OPEN SESSION -** To adjourn the meeting to enable any members of the public present to address the Council. 3. **EXTERNAL REPORTS**   Borough Councillors Report b) County Councillors Report   1. **COMMITTEE REPORTS**    1. Finance & Resources Committee       1. To receive the accounts       2. To receive an updated bank reconciliation       3. To receive a list of the reserves       4. To receive a list of payments for approval       5. NALC Pay Award – to approve a backdated pay award for the Clerk       6. CCTV Tender Process       7. Budget 2023-2024 – to receive an update       8. Policies: To adopt a Co-Option Policy |  |
|  | * 1. Staff, Office & Administration Committee   2. Planning Committee   i) To receive the minutes of the meeting held on 31 October 2022   * 1. Flooding Panel   i) To receive the minutes of the meeting held on the 21 November 2022     * 1. Memorial Cottages & Housing Working Group   2. Recreation Ground and Allotments Working Group   i) To receive the minutes of the meeting held on the 24 November 2022  ii) To approve a quote for fencing at the allotments   * 1. Neighbourhood Plan Working Party   i) To receive an update on the development of the draft neighbourhood plan  ii) To receive an update on the survey for the future of the village hall |  |
| **963**  **964** | 1. **PARISH MATTERS**     1. Local Plan Examination Update - To receive an update    2. Network Rail: Proposal for the siting of a welfare cabin and car parking spaces at Capel Village Hall – to receive an update    3. Warm Spaces Register – to receive an update    4. King Charles III Coronation 6 May 2022 – to discuss    5. To receive an update on the Electric Vehicle Charging Point Scheme    6. Christmas Tree & Carol Service    7. PCSO Report 2. **HIGHWAYS**    1. Highways Improvement Plan       1. To receive the results of the ATC surveys |  |
| **965**  **966**  **967** | 1. **REPRESENTATION AT MEETINGS**    * 1. KALC Meeting      2. TWBC/KALC Ukrainian Refugees Workshop      3. Parish Chairmen’s Group Meeting      4. Joint Transportation Board      5. CCA      6. Other External Meetings 2. **CORRESPONDENCE/CONSULTATIONS**   i) Boundary Commission 2023 Boundary Review   1. **ANY CONFIDENTIAL MATTERS** |  |
| **968** | 1. **DATE OF THE NEXT MEETING**   **Full Council Meeting:** Monday 19 December 2022 at 7.30pm |  |

Legislation allows for meetings to be recorded by anyone attending. Persons intending to record or who have concerns about being recorded should please speak to the Clerk ahead of the meeting.