

Mileham Parish Council

Meeting Agenda (published 7 October 2021)

Date: Tuesday 12 October 2021

Time: 7pm

Place: Mileham Village Hall

Councillors are summoned to attend the next meeting of the Parish Council. The public are welcome to attend.

Lorraine

1. To receive apologies for absence
2. To receive declarations of interest in items on the agenda and consider any requests for dispensations
3. To approve the minutes of the parish council meeting on 14 September 2021
4. To report progress on items not on the agenda from the last meeting (Clerk's report)
5. Open forum for Public Participation: an opportunity to hear from members of the public and County and District Councillors
6. To discuss how to fill the 2 councillor vacancies
7. To agree the council's objectives for 2022/23 and 2023/24
8. To review and agree policies
 - 8.1 Internal control policy
 - 8.2 General risk assessment
 - 8.3 Financial risk assessment
 - 8.4 Co-option policy
 - 8.5 Training policy
 - 8.6 Safeguarding policy
 - 8.7 Complaints policy
 - 8.8 Grievance and disciplinary procedure
 - 8.9 Freedom of Information Model Publication Scheme
9. Data Protection
 - 9.1 To approve the information audit
 - 9.2 To agree the Data Protection Group
10. To agree an Internal Controls Officer as set out in the Internal control policy
11. To receive an update and agree next steps on Beeston Road Pond
12. To consider setting up an email account for all councillors to access

13. Village survey
 - 13.1 To agree the purpose of the village survey
 - 13.2 To agree who can answer the survey and how this will be managed
 - 13.3 To discuss how the survey will be available to parishioners
 - 13.4 To discuss the questions to be included in the survey

14. Finance
 - 14.1 To approve the payment list
 - 14.2 Q2 finance review
 - 14.3 To receive an update on the bank account switch
 - 14.4 To receive an update on the fixed asset register
 - 14.5 To agree the appointment of an internal auditor
 - 14.6 To discuss ideas for the 2022-23 Parish Partnership Scheme

15. Planning
 - 15.1 New Applications (see below)
 - 15.2 Decisions

16. To discuss if the council should receive a plaque to commemorate resilience in 2020-21

17. To receive a report on the Update Seminar

18. To receive SAM2 data

19. Correspondence

19.1 BDC members briefing	19.2 NCC briefing
19.3 NALC briefing & training	19.4 Rural briefing
19.5 Remote working	19.6 CEE Bill Alliance
19.7 CAN newsletter & services	

20. To receive items for the next meeting agenda 9 November 2021

- To pass a resolution (under the Public Admission to Meetings Act 1960) to exclude members of the public and press for the following confidential items;**

21. To agree clerk's additional hours worked

Reference	Location	Description
3PL/2021/1278/LU (no comments requested)	Mimosa 62 Litcham Road	Certificate of proposed lawful use of a caravan/mobile home for ancillary residential use