* + *Winkleigh Parish Council.*

All Members are summoned to attend the Full Meeting of the Council to be held on

Monday 27th November

At Winkleigh Community Centre, Castle Street, Winkleigh. EX19 8HU

at 7.30 pm

Email:clerk@winkleighpc.org Website:www.winkleighpc.org.uk

 Council Members

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| --- | --- | --- |
| Cllr Angela Findlay ChairCllr Alex Phillips Vice-Chairman | Cllr Greg GoldsworthyCllr Alan JacobsCllr Andy KeysCllr Pauline Odulinski (Proper Officer) | Cllr Benjamin RothCllr Andrew Warner Cllr Jason RobertsCllr Josh Rickard |

**The Council requires 4 voting Members to be quorate.**

##### *(If any Member of the Council is unable to attend the meeting, please advise the Clerk as soon as possible.)*

##### AGENDA

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| 01.11.23 | **Chair declares the meeting open** |  |
| 02.11.23 | **Apologies for Absence** |  |
| 03.11.23 | **Declaration of Interests** |  |
| 04.11.23 | **Adjournment for Public Participation – 15 minutes (3 minutes per attendee)** |  |
| 05.11.23 | **County Councillor Report – request by Council for advice on extension of 20mph restrictions to cover whole of Winkleigh village area.** |  |
| 06.11.23 | **District Councillors Report** |  |
| 07.11.23 | **Resolution to be proposed to elect an additional co-optee to the council.**Candidates to make a short presentation to members and proposers confirm their support for the candidates. Candidates will then be asked to leave the room whilst their presentations are discussed and, if necessary, a secret ballot is taken to determine the successful candidates. The candidates will be invited back into the room and the successful candidate will be invited to sign their consent to serve notice. The new member will then be free to join the meeting as a participating member. |  |
| 08.11.23 | **Minutes of the meeting held in October 2023 to be read and approved. Proposed changes to be discussed as necessary** |  |
| 09.11.23 | **Matters Arising from the Minutes to be considered if not addressed in this Agenda** |  |
| 10.11.23 | **Talking Bench -**1. **Update Cllr Roth & Jo Skinner**
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| 11.11.23 | **Community Fair – 2nd September 2023 – Update Cllr Odulinski –****(All Members to Update on their Actions Undertaken)** |  |
| 12.11.23 | **New Website –** 1. Progress Update & Schedule for Transfer Cllr Goldsworthy
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| 13.11.23 | **Employment Committee –** 1: To note the Appointment of the New Clerk, Alan Matthewman2. To Approve SLCC Membership for the New Clerk effective from 2024. Membership will be shared pro rata between 4 councils. Estimated cost c.£100.3. To Approve the Renewal of Microsoft Membership £59.99 – still pending |  |
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| 14.11.23 | **Planning**1. Applications for Consideration -None Received
2. Decisions for Information – None Advised
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| 15.711.23 | **Finance**1. To Approve the Schedule of Payments and Receipts Since the last Meeting – Appendix C
2. To Approve Bank Reconciliation at 30-09.23
3. To Approve the Quarterly Budget Comparison to 30th June 2023 Appendix and to discuss draft budget 2024-25
4. Banking Arrangements – (Deferred to January meeting)
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| 16.11.23 | **Request DCC to Extend the 20 mph Limit Restricted Road Order 6072 – Cllr Findlay** |  |
| 17.11.23 | **Walking Winkleigh – Cllr Warner Proposal for a Working Group for Pedestrians and Traffic in Winkleigh.** Detail: to p**i**ck up the Gateway Signage work, footpaths and footpath planning and road crossing, School junction, others as appropriate. **Consider progress.** |  |
| 18.11.23 | **Resolution to define length of meeting notice to members and the public and consequent requirement of dates for receipt by the clerk of proposals or reports from councillors to be tabled at the meetings. Decision to be incorporated in Winkleigh PC Standing Orders*****(****Clerk will propose a minimum of 5 clear days’ notice for both Councillors and members of the public. For clarity this will require that the summons to attend and the Agenda be sent out by Wednesday PM for a meeting the following Wednesday with the clear days being Thursday, Friday, Saturday. Monday and Tuesday. If bank holidays take place in this period then extra days will be required. For this schedule to be met then councillors must deliver all reports or resolutions they wish to be tabled at the meeting no later than 4pm on the Friday before the Agenda is despatched.)* |  |
| 19.11.23 | **Secure Webspace – Parish Council Document Storage and Joint Document Working – Cllrs Warner, Jacobs & Roth** |  |
| 20.11.23 | **Being Part of Winkleigh – Recording Meetings – Cllr Warner. / Clerk** |  |
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| 21.11.23 | **Members Reports/Questions** |  |
| 22.11.23 | **Date of Next Meeting – 25th January 2024 ??** |  |
| 23.11.23 | **Close of Meeting Part I** |  |
| Part II | **EXEMPT SESSION****Confidential Matters (PART II) Public Bodies (Admission to Meetings) Act 1960 s1 (2)** The public and press are requested to leave the meeting. |  |
| 24.711.23 | **Cemetery -**1. Bungalow Remedial Works – Cllrs Warner and Jacobs Update
2. Management of the Bungalow –
3. Rent Review Appendix H
4. Management of the Cemetery

a) Report by the Cemetery Group b) Shed Roof – Storm Damage Insurance Claim – 1. Ditch and Drain Maintenance Quotations – Cllr Jacobs Update (One Quotation Received)
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| 25.11.23 | **Close of Meeting Part II** |  |

Public & Press Welcome

 17th November 2023

Clerk to the Parish Council

Alan Matthewman