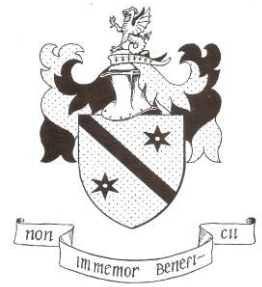


Weeley Parish Council



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4 May 2022

To: **MEMBERS OF WEELEY PARISH COUNCIL**

You are hereby summoned to attend the Annual Council Meeting and a monthly meeting of Weeley Parish Council to be held at 7.30pm on Monday 16 May 2022 to transact the business shown in the agenda.

The press and public are welcome indeed encouraged to attend Parish Council meetings.

Yours sincerely

Kevin Harkin
Parish Clerk

Annual Council Meeting

A G E N D A

1. **Apologies for Absence;** To receive apologies for non attendance.
2. **Election of Chair;** To elect the Chair of the Council for the municipal year 2022/23. The chairman will then execute the Declaration of Acceptance of Office.
3. **Appointment of Vice Chair;** To appoint the Vice Chairman of the Council for the municipal year 2022/23.
4. **Confirmation of minutes;** To confirm the minutes of the last meeting of WPC held on 19 April 2022.
5. **Declarations of interest;** Councillors to declare any disclosable pecuniary interests relevant to this agenda. Interests may also be declared at any point in the meeting where they become apparent.
6. **Public Participation:** There will be a 10 minute session where members of the public may raise questions/issues, with discussions being kept on topic. All matters must be addressed through the Chair of the meeting.
7. **Policy review;** To review and agree WPC's policy documents:
 - Risk assessment
 - Code of conduct & Conflict of interests policy
 - Standing orders
 - Financial regulations

- Grant making policy
- Press & media policy
- Publication scheme and Publication of photographs policy statement
- Playing field conditions of use

8. Appointment of members to outside organisations/special duties

To appoint members to take on special duties or represent the council on outside organisations, in accordance with the list below. This list may require additions or deletions.

1. Highways, Footpaths and Road Safety
2. Planning Liaison
3. Street Lighting
4. Grass Cutting and Maintenance (including Playing Field)
5. St Andrews School representative
6. Village Hall representative
7. TDALC
8. Transport representative
9. Playing Field (excluding routine maintenance)

9. Cheque signatories; To agree cheque signatories

10. Schedule of Parish Council meetings in 2022/23: To determine the time and place of ordinary meetings of the full council up to and including the next annual meeting.

11. Public Participation: There will be a 10 minute session where members of the public may raise questions/issues, with discussions being kept on topic. All matters must be addressed through the Chair of the meeting.

Close of Meeting

Monthly Meeting 16 May 2022

(this meeting will commence immediately after the ACM)

A G E N D A

1. **Apologies:** To receive any apologies
2. **Minutes of the previous meeting:** To approve the minutes of the meeting held on 19 April 2022.
3. **Declarations of Interest:** Councillors to declare any disclosable pecuniary interests relevant to the agenda. Interests may also be declared at any point during the meeting where they become apparent.
4. **Clerk's Report:** To receive an update from the Clerk
5. **Public Participation:** There will be a 10 minute session where members of the public may raise questions/issues, with discussions being kept on topic. All matters must be addressed through the Chair of the meeting.
6. **Tendring District and Essex County Councils:** To receive reports from the Council's representatives.
7. **Correspondence:** The Clerk will provide a summary of relevant correspondence.
8. **Queens Platinum Jubilee Celebration:** To receive an update on preparation for the Picnic in the Park.
9. **Annual Parish Meeting (APM):** To review the APM held on 3 May 2022 and consider any

actions arising.

10. **Bus Shelter, Clacton Road, Weeley Heath:** To receive a report about the condition of the bus shelter and determine what action to take if any.
11. **Avenue of Poplars on Weeley Bypass:** To receive a proposal from Mr D Wolton to resolve the problems.
12. **Planning Applications:** To consider planning applications set out in Schedule A. These will be circulated prior to the meeting. Late applications will be considered at the Chair's discretion.
13. **Weeley Parish Council Reports:**
 - a) Street Lighting.
 - b) Tree Warden.
 - c) Playing Field.
 - d) Children's Play Area.
14. **Other Reports:**
 - a) Highways and Footpaths.
 - b) TDALC.
 - c) Rural Policing.
 - d) Speedwatch.
 - e) Weeley Residents Ass.
 - f) Weeley in Bloom
 - g) Petanque Rink Report
15. **Finance and Budget:** To approve the monthly payments shown in Schedule B to follow.
16. **Public Participation:** There will be a 10 minute session where members of the public may raise questions/issues, with discussions being kept on topic. All matters must be addressed through the Chair.

Close of Meeting.