



A meeting of the above named Parish Council will take place at **Leonard Smith House, West Centre Way** on **Thursday 8th FEBRUARY 2018 at 6.00pm** and Members are hereby summoned to attend for the purpose of transacting the following business.

Signed
Clerk to the Council

AGENDA

Date: 5th February 2018

1. Chair's Welcome

2. Apologies

To receive apologies from Members unable to attend

3. Declarations of Interest

To receive any Declarations of Interest (declarations may be declared at any time during the meeting)

4. Public Session

The meeting will be adjourned to allow members of the public (if present) to discuss issues and concerns with Members. (The time allocated for public participation is at the discretion of the Chair.)

The meeting will re-convene for the following business to continue.

5. Minutes

To **APPROVE** and **ACCEPT** the minutes from the Full Council meeting held on **18th January 2018** (Appendix A)

6. Co-option Candidate

Letter of Interest/Questions (Appendix B)

7. Councillors Session

8. Ward Members Session

9. Crime Report

(Appendix C)

10. Community Affairs

- a) History Group /History Trail– Update from Cllr Blackburn
- b) Community Usage at LV Academy – Update from Clerk
- c) War Memorial Project- Update from Clerk
- d) Activities Committee update – for noting only
- e) SIDS – Update
- f) Definitive PROW Mapping – Any Update
- g) Concerns of Lawley residents- Any Updates

11. Environmental Update

Report from Deputy Clerk

Public Bodies (Admission to Meetings) Act 1960

In view of the confidential nature of the business about to be transacted it is requested that the public and press should not be present

12. Finance

- a) To consider and approve payments (to be tabled at the meeting if required)
- b) Bank Reconciliation
- c) Precept Authority for signature
- d) Banking mandates for signature

13. Staffing Matters

- a) Consideration of move to 16hrs/week re Deputy Clerk
- b) To discuss the draft contract/scale point re post of Assistant to the Clerk (Appendix D)

14. Agenda items for next meeting

Members are invited to suggest items for discussion at the next Parish Council meeting

15. Correspondence

16. Date of next meeting

The next Parish Council meeting is due to take place on **THURSDAY 8th March 2018 at Leonard Smith House, West Centre Way** commencing at **6.00pm.**