

# WOLSTON PARISH COUNCIL

2 Main Street, Wolston, Coventry CV8 3HJ  
Telephone: **01788 832679** E-mail: [wolstonpc@wolstonpc.co.uk](mailto:wolstonpc@wolstonpc.co.uk)

You are hereby summoned to attend the Annual meeting of the Parish Council to be held at 6.30pm on Thursday 6<sup>th</sup> May 2021. This will be a virtual meeting via Zoom.  
All residents are welcome to attend-please email [wolstonpc@wolstonpc.co.uk](mailto:wolstonpc@wolstonpc.co.uk) for meeting code/link.

Maria Meede  
Clerk to the Council  
29th April 2021

## **Public Forum and Parish Matters (Commencing at 6.30pm)**

For Councillors and members of the Parish and press to raise any issues or matters of concern with the Parish Council. The full Parish Council will commence after the public forum has been closed by the Chairman – this will be no later than 7:00pm. A time limit of 5 minutes to speak per person may be imposed to keep to schedule, and this is at the Chairman's discretion. Meetings are recorded for the use of the Clerk only.

## **AGENDA**

1. **Election of Chairman 2021-22** - To elect a Chairman for 2021-22
2. **To receive the Chairman's Declaration of Acceptance of Office**
3. **Apologies and Acceptance of Reasons for Absence.** – To receive apologies.
4. **Declarations of Interest (existence and nature) on items on the Agenda** – Councillors to declare any personal and/or pecuniary interest on items on the agenda.
5. **Minutes** - To review and if appropriate, approve the minutes of the Parish Council meeting held on 1<sup>st</sup> April 2021 and the Extraordinary meeting held on 29<sup>th</sup> April 2021.
6. **Election of Vice-Chairman 2021-22** – To elect a Vice-Chairman for 2021-22.
7. **To Agree Dates of and Venue/s for Council Meetings for the Year.**
8. **General Power Competence** – To discuss and confirm eligibility, and if agreed re-adopt the General Power of Competence.
9. **Policies and Procedures** – To review, adopt and/or re-adopt (as appropriate) Parish Council Policies and Procedures. This will include the Standing Orders, Financial Regulations, Financial Risk Assessment, Data Protection Policy, Publication Scheme, Health & Safety Policy, Safeguarding Policy, GDPR and WBBJBC Terms of Reference. *(For Councillors to review all policies and procedures listed above from their issued policies and procedures folder prior to the meeting. All documents are also available on the Village website).*
10. **Election of Councillors onto Committees & Working Groups: 2020-2021** - To review and elect Councillors on to Committees and working groups as appropriate.
11. **Time Capsule** – A reminder that a time capsule was buried in dedication to the Queen's Diamond Jubilee on 12th July 2014. It was buried by the Children of St Margaret's Primary School under the Diamond Jubilee tree guard - to remain there for a period of 70 years. It is due to be excavated on Saturday 1st July 2084. (This item is for noting only).
12. **Allotment Land** - To receive an update and, if necessary, make a decision on any further action to be taken in relation to the appeal hearing.
13. **Finance** – a) To approve accounts for payment for April 2021.  
b) To note payments received and the latest bank reconciliation.
14. **Planning** - Councillors are to review planning applications prior to the Parish Council meeting. All planning applications and consultations can be viewed on the RBC Planning Portal Website. To discuss and if appropriate comment on any planning applications as required.
15. **Grant Request** – To review and make a decision about the grant request received from Wolston Leisure and Community Centre.
16. **Progress Report** – To note the report for information only.

17. **Correspondence** - To note items of correspondence received and sent since the last Council meeting for information only.
18. **Delegates Reports** – To receive reports from Councillors (for information only). Any formal reports to be sent electronically to the Clerk and Councillors prior to the meeting.
  - a) Parish Council Communications.
  - c) Policies and Procedures Working Group
  - d) Streetlights
  - e) Wolston Village Hall
19. **Parish Council Communications (information to be shared)** - To receive suggestions for items for the Village website, Parish Council Facebook Page and for inclusion in the Avon Grapevine.
20. **Future Agenda Items** – Councillors are requested to use this opportunity to raise urgent items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision-making. (Please note the next Parish Council meeting is the Annual Meeting).
21. **Date of Next Meetings** – To confirm the date of Thursday 3<sup>rd</sup> June 2021 for the next meeting of the Parish Council. If an interim meeting is required, an agenda will be sent to Councillors and be put on the website three clear days before the meeting is held.