



# Wing Parish Council

## AGENDA

**You are hereby notified of the Wing Parish Council meeting being held on Tuesday 18th August 2020 using Zoom commencing at 8.00pm.**

*Claire Power*

Claire Power  
Clerk of the Parish Council

Dated 13<sup>th</sup> August 2020

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**The Press and Public are welcome to attend the meeting via Zoom.**

**Zoom Link:** <https://us02web.zoom.us/j/83873184643?pwd=eTB1N1hnQU15S2VCamJSVys1RjBudz09>

**Meeting ID: 838 7318 4643**

**Password: 779729**

**Telephone access is also available and details maybe requested from the Clerk until Tuesday midday.**

**You will be required to provide your name.**

**On joining the meeting, you will be placed into the waiting room pending attendance.**

**Your microphone will be automatically muted on entry to the meeting.**

**The waiting room for the meeting will be opened at 7.30pm. After 8pm, new requests to join may not be processed.**

**During the public participation time, members of the public may ask questions or make comments upon items on the Agenda at the invitation of the Chairman. Please raise your hand to indicate you would like to speak so that your microphone can be unmuted.**

**There is no public participation during the formal meeting.**

### Business to be transacted

Item Ref	Detail	Time	Lead
1.	<b>Chairman's Welcoming Statement</b>	8.00pm	Chair
2.	<b>Apologies for Absence</b> To receive apologies for absence from Members	8.03pm	Chair
3.	<b>Governance</b> To affirm the reapplication of the Procedures and protocols for dealing with the Coronavirus (COVID-19) crisis to include without limitations amendments to Standing Orders, Financial Regulations, Scheduled meeting timetable changes and the dissemination of information to the public as resolved under resolution 2003.2.6 20 <sup>th</sup> March 20. i. To apply in the event of technical difficulties restricting the attendance of members of the Council such that this meeting becomes inquorate, or otherwise disrupted, such that the business of the Council cannot be completed. ii. To apply in the event that the next meeting of the Council cannot take place either for technical reasons or is suspended in accordance with any emergency legislation or official guidance.	8.06pm	Chair
4.	<b>Public Question Time</b> Public participation will be permitted for a period of 15 Minutes. Members of the public are able to (a) make representations, (b) ask questions or (c) give evidence relating to the business to be transacted. A maximum of 3 minutes will be allowed for a member of the public to speak. Supplementary comments or questions are solely at the discretion of the Chairman. A person wishing to speak should gain the attention of the Chairman by raising their hand. (For further information please refer to the Wing Parish Council Public Participation Policy.)	8.10pm	
5.	<b>Unitary Councillor's Report.</b> To receive a report from Cllr Glover and Cllr Cooper.	8.25pm	Cllr Glover and Cllr Cooper

6.	<b>Clerk's report.</b> To receive a report from the Clerks on activity since the last meeting.	8.35pm	Clerk
7.	<b>Councillor Reports</b> To receive reports from Councillors of activity since the last meeting.	8.41pm	All
8.	<b>Declaration of interests from Members on Agenda Items</b> To receive declarations of personal and/or prejudicial interests from Members in matters on the Agenda	8.48pm	All
9.	<b>Dispensations</b> To receive dispensations for Members to speak and/or vote on items on the agenda in which they hold a declared personal and/or prejudicial interest(s)	8.51pm	Clerk
10.	<b>Previous Minutes</b> i. To resolve that the minutes of the Parish Council meeting held on 28th July 2020 be signed as correct.	8.54pm	Chair
11.	<b>Planning Applications</b> To consider the following planning applications: i. 20/02572/APP – 1 Ivy Lane, Burcott – Single storey rear extension.	8.57pm	Chair
12.	<b>Accounts Balances and Payments</b> i. To confirm receipt of the July Bank Reconciliations. ii. To receive a list of transactions made or outstanding since last meeting.	9.00pm	Chair
13.	<b>Funding for the Bowling Club</b> To consider a community grant application request received from Wing Bowling Club	9.03pm	Chair
14.	<b>Recreation Ground Project</b> i. To receive an update on the projects progress. ii. To consider any actions required at this stage.	9.06pm	Chair
15.	<b>Maintenance of Meadow Way Play Area</b> To consider quotes received for the maintenance of the Meadow Way play area. These will include, but are not limited to, grass cutting, emptying of two bins and quarterly equipment safety assessments.	9.13pm	Chair
16.	<b>Community Board Attendees</b> To appoint two Councillors to attend the next Community Board meeting on the 8 <sup>th</sup> September.	9.18pm	Chair
17.	<b>Year End Accounts</b> To receive the 2019-20 Year End Accounts report and review the ring-fenced reserves.	9.21pm	Chair
18.	<b>Internal Audit</b> To review the internal auditors report.	9.26pm	Chair
19.	<b>Annual Governance Statement</b> To review and approve the Annual Governance Statement 2019/20 as part of the Annual Return for the year ended 31st March 2020.	9.29pm	Chair
20.	<b>Annual Accounting Statement</b> To review and approve the Annual Accounting Statement 2019/20 as part of the Annual Return for the year ended 31st March 2020.	9.32pm	Chair
21.	<b>Youth Club</b> To appoint a solicitor to carry out the work required for transferring the running of the Youth Club to the Parish Council.	9.35pm	Chair
22.	<b>Co-Opting New Councillors</b> i. To consider an updated Wing Parish Council Co-option Policy and Procedure for adoption. ii. To consider applications received from individuals to be co-opted onto the Parish Council.	9.38pm	Chair
23.	<b>Date of Next Meeting – Tuesday 29<sup>th</sup> September 2020 to commence at 8pm.</b>	9.48pm	Chair