

Wing Parish Council

Agenda

**You are hereby notified of the Wing Parish Council meeting being held on
Tuesday 26th January 2021 commencing at 8pm via Zoom**

Claire Power

Claire Power
Clerk of the Parish Council

Dated 20th January 2021

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

Zoom Link: <https://us02web.zoom.us/j/84243608932?pwd=M1ZIT1VYVzQ2ZWJUSjUzL3IPN3A1QT09>

Meeting ID: 842 4360 8932

Password: 357645

Telephone access is also available, and details may be requested from the Clerk until Tuesday midday.

You will be requested 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 rest of the meeting, unless invited to speak by the Chairman.

Business To Be Transacted At The Meeting

1 Chairman's Welcoming Statement

2 Governance

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 20th March 20.

- 2.1 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.
- 2.2 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.

3 Apologies for Absence

To receive apologies for absence from Members.

4 Public Question Time

Public participation will be permitted for a period of 15 Minutes.

Members of the public are able to

- a) make representations
- b) ask questions
- 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.)

5 Unitary Councillor's Report

To receive a report from Cllr Glover and Cllr Cooper.

6 Clerks' Report

To receive a report from the Clerks on updates and activity on items since the last meeting and discuss any action required, these items will include, but not limited to the following:

Clerk

- Land transfer from Martin Grant
- Land transfer from Taylor Wimpey
- Transfer of the Youth Club lease to the Parish Council
- New Accessibility compliant website
- Hertfordshire Waste Local Plan Consultation
- Jubilee Green play equipment maintenance
- Correspondence received via email
- NHB Letter sent
- Bin on Burcott High Street
- Christmas tree
- May Elections
- FOI

Deputy Clerk

- Street lighting faults and claims.
- Enquiries from the website, Facebook and phone calls.
- Tree works

7 Parish Reports

To receive reports and recommendations from Sub Committees, Working Parties and Advisory Groups and Councillors on activities since the last meeting and to determine the next required reporting date.

- 1) Recreation Ground Project.
- 2) Road Safety/Speedwatch.
- 3) Public Open Space, including Long Spinney.
- 4) Environment.
- 5) Planning.
- 6) Communications.
- 7) Neighbourhood Plan.
- 8) Pump Track.
- 9) Village Sign.

8 Declaration of Interests from Members on Agenda Items

To receive declarations of personal and/or prejudicial interests from Members in matters on the Agenda.

9 Dispensations

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).

10 Previous Minutes

- 10.1 To resolve that the minutes of the Parish Council meeting held on 5th January 2021 be signed as a correct record of proceedings.
- 10.2 To receive the signed minutes of the Finance, HR and Legal Committee meeting held on Thursday 17th December 2020.

11 Co-Option for Parish Councillor Vacancy

To consider starting the co-option process for the Parish Councillor vacancy arising from the resignation of Councillor Maria Palmer-Webb.

12 Planning Applications

To consider submitting a consultee comment for the following planning applications:

- 12.1 21/00123/COUAR – Mount Pleasant Farm, High Street, Burcott
Determination as to whether prior approval is required in respect of transport and highway impact, noise, contamination risk, flooding and locational considerations for the conversion of agricultural barn into 5 dwelling houses (Class Q(a)) and in relation to design and external appearance of the building (Class Q(b)).

13 Community Right To Bid

To consider re-nominating the Wing Sports and Social Club as an Asset of Community Value.

14 Roles and Responsibilities

14.1 To consider appointing a Councillor to fill the current vacancy on the Finance, HR and Legal Committee.

15 Recreation Ground Project

15.1 To receive an update on the projects progress.

15.2 To consider any actions required at this stage, to include but not limited to

- Publication of timeline of actions to date.
- Response to What's On In Wing article published in the January 2021 edition.

16 Jubilee Green Anti-Social Behaviour

To discuss the possible health and safety issue arising from the littering of cider cans and the foul smell from the same area, which is close to the children's playgrounds.

Proposal: To instruct a contractor to cut back and clear the shrubbery around the entrance to Jubilee Green by Redwood Close so there is clear visibility of the area, making the area less of a magnet for antisocial gathering and littering.

17 Metal Bird Artwork

To consider a request from a member of the public to install Blue Tit artwork in Long Spinney.

18 London Luton Airport Arrival Flightpaths Consultation

To consider the drafted response to the London Luton Airport Arrival Flightpaths consultation.

19 HS2 Communication Network

To appoint and authorise a Councillor, in conjunction with a proper officer of Wing Parish Council (Clerk/Deputy Clerk) to prepare a response on behalf of Wing Parish Council, to be circulated and approved by 3 further Councillors (via email) before being issued by the Clerk.

20 Commemorative Bench

To discuss contributing to commemorative bench or benches alongside a fundraising campaign by members of the public.

21 Treeworks

To consider approval quotation for additional works to the 6th lime tree on the Recreation Ground as part of the on-going tree maintenance approved in 2020.

22 Bin on the High Street, Wing

To consider match funding an additional bin to be located outside the Convenience Shop on the High Street, Wing and the action required.

23 Financial Guidelines

To receive and consider a recommendation for updates to the current Financial Guidelines from the Finance, HR and Legal Committee following the annual review. The updates include new guidelines included in the latest NALC Model Financial Guidelines.

24 Emergency Plan

To consider recommendations following a review of the current emergency plan.

25 Advertising Policy

To receive a drafted Advertising Policy and consider its adoption.

26 2021-22 Quarter 3 Accounts

26.1 To receive a report for quarter 3 budget verses actual spend.

26.2 To received and consider the recommended budget adjustments from the Finance, HR and Legal Committee.

27 Account Balances and Payments

27.1 To receive and authorise the list of payment transactions for January.

28 Publication of 2021-22 Precept Information

To consider the wording, content and method for the publication of the 2021-22 precept information.

29 Training

To consider any training requests and/or requirements for the Clerks and Councillors.

30 Date of Next Meeting

Parish Council meeting - Tuesday 23rd February 2021 to commence at 8pm on Zoom.