



SIBBERTOFT PARISH COUNCIL

Clerk to Sibbertoft Parish Council

Fiona Young

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Spratton

Northamptonshire

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To all members of the council, you are summoned to attend the Ordinary Meeting of Sibbertoft Parish Council to be held at 7.30pm, 20 July 2021, The Reading Rooms, Sibbertoft, for the purpose of transacting the following business.

Agenda

1. **Receive and approve apologies for absence.**
2. **Receive and approve for signature the minutes of the Annual Meeting and Ordinary Meeting of Sibbertoft Parish Council held on June 15th 2021**
3. **Public Participation**
Members of the public are invited to address the council. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of three minutes. Members of the public should address their representations through the chairman.
4. **Receive declarations of interest under the Council's Code of Conduct relating to business in the agenda.**
Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a disclosable pecuniary interest will require that the member withdraws from the meeting room during the transaction of that item of business.
5. **Matters arising and outstanding from the meeting of the 15th June 2021**
 - a. MS Office purchased by Clerk and installed.
 - b. Dedicated parish mobile arranged by Clerk.
6. **Annual Council Policy Reviews (some policies will be subject to deferral to Sept)**
Council to review and adopt the following policies and prime documents:
 - a) Training Policy
 - b) Health & Safety
 - c) Equal Opportunities
 - d) Complaints Procedure
 - e) Risk Assessment
 - f) Record Management & Document Retention
 - g) Data Protection
 - h) Data Breach
 - i) Subject Access Request

NB: Standing Orders and Financial Regulations were adopted in April 2021



7. Reports, to receive and agree actions required in the following areas;

- a) Highways (Cllr GK) to include -
Resolution to consider the purchase of an extra solar panel for the Speed Sign at a cost of approx £185
- b) Recreation Ground Inspection and repairs (Cllr ME)
- c) Neighbourhood Watch & Police Liaison Officer (Cllr CT)
- d) Maintenance of Hedgerows (Clerk)
- e) Brown bin collection at the Reading Rooms
- f) First aid refresher course for the defibrillator

8. Finance

Council to approve the following payments and to ratify payments already made.

		Date	Amount
BACS:	Eon Streetlight Maintenance	20.07.21	90.66
	Enviro husbandry - Weedkilling	20.07.21	120.00
	G Kershaw – Expenses	20.07.21	54.80
	Leicestershire Gardens inv 21/073	20.07.21	225.00
	Leicestershire Gardens inv 21/088	20.07.21	450.00
	F Young – interim clerks salary	20.07.21	240.00
	F Young – MS Office 360	20.07.21	59.99
Direct Debit:	Yu Energy	09.07.21	59.54
	ICO Data Protection	09.07.21	35.00
	Yu Energy	09.07.21	11.75
	1&1 Internet	30.06.21	2.40
	CPRE	21.06.21	3.00

9. Council administration

- a. To confirm if the issues with the email system have been resolved.

10. Future agenda items

11. Date of next meeting. September 21st 2021

Signed:

F Young

Fiona Young

Clerk to Sibbertoft Parish Council

14.07.2021

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