**Meeting of Watchfield Parish Council**

**Watchfield Village Hall**

**Wednesday 5th May 2021 at 7.30pm**

**Agenda**

Join Zoom Meeting

https://us02web.zoom.us/j/83172708290?pwd=YUxVNFdob0o1SmxsTk9rV2pZN05Mdz09

Meeting ID: 831 7270 8290

Passcode: 885927

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| **ITEM** |  |  |
| **1** | **To Agree and Sign Acceptance of Office. – To be signed when physical meetings are re-instated** |  |
| **2** | **To elect a Chair of the Council for the coming year** |  |
| **3** | **To elect a Vice-Chairman of the Council** |  |
| **4** | **To appoint sub-committees** |  |
| **5** | **To appoint officers to the Council** |  |
| **6** | **To receive apologies for absence** |  |
| **7** | **To receive any declarations of Personal, or Personal and prejudicial interest in respect of items on the agenda for this meeting** |  |
| **8** | **To take questions and comments from members of the public** |  |
| **9** | **To take questions and comments from members of the Council** |  |
| **10** | **To approve the minutes of ordinary meeting held on 23.04.21 – To be signed when physical meetings are re-instated.** |  |
| **11** | **To address matters arising from the ordinary meeting held on 23.04.21** |  |
| **12** | **To address burial matters** |  |
| **13** | **To address planning matters**   1. **Update on current developments** 2. **Update on S106** |  |
| **14**  **15** | **To agree insurance provider and costs**  **To agree Internal Audit Letter Report 20/21.** |  |
| **16** | **To agree Delegation of Powers to the Clerk** |  |
| **17** | **Finance to Agree** |  |
| **18** | **Finance to Note** |  |
| **19** | **Agenda Diary**   1. **Registration of Members’ Interests** 2. **Section 137 Payments** 3. **Employer PAYE** 4. **Agree to Code of Conduct - To be signed when physical meetings are re-instated.** 5. **Agree to Standing orders - To be signed when physical meetings are re-instated.** |  |
| **20** | **File back-up Storage** |  |
| **21** | **To note correspondence** |  |
| **22**  **23**  **24** | **Any other business**  **Confidential Meeting – Interview of WPC potential councillor, Aaron Biggs.**  **To Agree co-option of Aaron Biggs onto WPC.** |  |
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|  | Please be aware of the following points regarding online meetings.  a. The meeting will be recorded by the clerk, this will be for the purpose of taking minutes.  b. Time for public comments (Item 8) is 3 minutes per individual. After item 8 the public will be muted and if you have a question or comment to make, please raise your hand to be unmuted.  c. Threatening or foul language will not be tolerated, and you will be removed from the meeting by the clerk. |  |
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|  | Claire Arnold  Clerk to Watchfield Parish Council 29/04/21 |  |
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