

THE IVERS PARISH COUNCIL

10th May 2021

To all Members of the PARISH COUNCIL

You are hereby summoned to attend the **Annual Parish Council meeting of The Ivers Parish Council** to be held on Monday 17th May, 2021 commencing at 6.30pm. The meeting will be held in The Village Hall, High Street, Iver, SL0 9NX. (Due to the government's decision not to renew the legislation permitting online/electronic meetings this meeting of the Council must be convened as a physical meeting).

Please be aware that social distancing requirements are in place and you will be required to wear a mask or face shield. I respectfully request that all attendees undertake a lateral flow test before attending the council meeting and that any person who tests positive and/or feels unwell should remain at home. Lateral flow tests are available from pharmacies free of charge; being a councillor is classified as working so please inform the pharmacy staff that you work when you are asked to provide a reason.

Any member of the public who wishes to join the meeting can access it via the Zoom details below however you will not be able to participate at Public Participation period. If you wish an address or question to be read to the Council please submit these to the clerk by 1200 on the day of the meeting (email address and phone number below).

If a member of the public wishes to attend the meeting you must book a seat in order to attend the meeting; if you attend without a confirmed booking you might not be able to enter the meeting. Please contact the clerk to arrange your attendance and booking and please be advised that Covid requirements are in place.

Stephanie Bennett

Clerk to the Council

clerk@iversparishcouncil.gov.uk

01753655331

To join the Zoom

<https://us02web.zoom.us/j/87666083382?pwd=cHRaN2lpT1NNR3NDS3Y5dGlnNkFqUT09>

Meeting ID: 876 6608 3382

Passcode: 056905

Before joining the meeting councillors will be required to sign their Declaration of Acceptance of Office and the Clerk will be in attendance from 1800 outside the Village Hall for this to be undertaken

AGENDA

1. ELECTION OF CHAIR

- a. To elect a Chair of Council
- b. Elected Chair to sign the Declaration of Office of Chairman

2. ELECTION OF VICE CHAIR

To elect a Vice Chair of Council

3. APOLOGIES FOR ABSENCE

4. DECLARATIONS OF INTEREST

- a. To note any declaration of interest made by Members in connection with an Agenda item. Members to specify the nature of the interest;
- b. To receive any written requests for dispensations for disclosable pecuniary interests;
- c. To grant any requests for dispensation as appropriate.

5. PUBLIC PARTICIPATION

An Open Session will be held for members of the public who may ask questions or submit comments about agenda items/parish council matters. Parish Councillors may also make comment at this time. If there is a representative from Thames Valley Police, and/or a Buckinghamshire Council Member in attendance, there will be an opportunity for them to report on any relevant matter or ask/answer questions. Each person speaking will usually be limited to three minutes. Duration of this part of the meeting usually to be no longer than fifteen minutes. Questions and representations can be submitted to the meeting via the Clerk who will read these out. If you wish to address council or ask a question and do not wish to attend the physical meeting, or are not able to attend, you can submit questions in writing or via email to the Clerk no less than 1200 on the day of the meeting.

6. STRUCTURE OF COUNCIL

- a. To consider and agree the structure of Council. See Appendix 6.1 for information on the current structure and terms of reference.
- b. To agree a calendar of meetings
- c. To receive the report of the Clerk on decision making. See Appendix 6.2

7. COMMITTEE APPOINTMENTS

To agree councillor appointments to committees. See Appendix 7 for the list of committees and number of appointments

8. MINUTES

To consider and approve the minutes of the meeting held on 26th April 2021. See Appendix 8.

9. CHAIR ANNOUNCEMENTS

10. WORKING GROUP APPOINTMENTS

To agree councillor appointments to the Christmas Lights and Event Working group (previously 6 councillors with community representatives).

11. EXTERNAL BODY APPOINTMENTS

To agree councillor appointments to the external bodies listed on Appendix 11

12. GENERAL POWER OF COMPETENCE

To receive the report of the Clerk. See Appendix 12

Recommendation:

It is recommended that the members invoke the General Power of Competence

13. COMMITTEE MINUTES

- a. To receive the minutes of the HR and Training Committee meeting of 22nd April 2021. See Appendix 13.1
- b. To receive the minutes of the Neighbourhood Planning Committee of 27th April 2021. See Appendix 13.2

14. NEIGHBOURHOOD PLAN

- a. To consider and agree the draft Neighbourhood Plan. The Plan is very large and has been loaded to the website at <https://www.iverssparishcouncil.gov.uk/draft-neighbourhood-plan-and-policy-maps-for-regulation-14-consultation/>
- b. Clerk to brief Council on the planned consultation process and councillors to consider nominate any additional work to be undertaken and the resources required.

15. SHORT TERM CONTRACTOR ASSISTANCE

To consider the report of the Deputy Clerk. See Appendix 15

16. BRANDING

- a. To confirm the continued use of the Council's logo. See Appendix 16.
- b. To consider how to develop the branding and signage on the council vehicles

17. FINANCE

- a. To agree 2 councillors to complete electronic banking and all other banking and 2 additional councillors to be signatories to all accounts and the cheque book
- b. To agree a councillor to undertake bank reconciliation checks
- c. To agree a councillor to agree bank account details changes for supplies
- d. To receive the Accounts Payable for April 2021. See Appendix 17.1
- e. To consider the Outturn Report of the Clerk. See Appendix 17.2

Recommendation:

The Finance and Audit Committee recommends that Council receives the outturn report and allows the funds to be allocated to projects by the incoming council.

18. COLNE VALLEY NATIONAL PARK

To consider the prepared joint statement of local partners to ask for Buckinghamshire Council's support to protect and improve the Colne Valley Regional Park that is impacted by several major planning applications and proposed development. See Appendix 18.

19. COUNCILLOR TRAINING AND ADVICE

- a. Deputy Clerk to report on the Parish trip that has been organised for the 24th May 2021 at 6.00pm to 9.00pm
- b. Clerk to brief councillors on availability of training and process for requesting training

c. Clerk to brief councillors on process of meetings summons, agendas and minutes

20. EXCLUSION OF THE PRESS AND PUBLIC

To exclude the Public and Press from the remainder of the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960 as matters which will be discussed are considered to be confidential)

21. INSURANCE

22. IVER REC