



Remote Full Council Meeting
To be held on Tuesday 13 April 2021 at 7.30pm

via Zoom Video Communications

<https://us02web.zoom.us/j/82686207406>

To: Cllr J Air, Cllr A Capey, Cllr P Ewart, Cllr R Gould, Cllr P Gieler, Cllr M Hilder, Cllr S Kearey, Cllr D Main, Cllr P Nicholls - Chairman, Cllr C Sammut, Cllr M Tyler, Cllr C Waterton, Cllr JM Whybourn, Cllr P Williams,

You are hereby summoned to remotely attend the above-mentioned meeting, when it is proposed that the business to be transacted shall be as follows:

Melinda Woof

Melinda Woof
Clerk to the Council
8 April 2021

Notice is hereby given that the meeting of Hughenden Parish Council will be held remotely at 7.30pm on the above link in accordance with The Local Authorities and Police and Crime Panel Meetings (Coronavirus) (Flexibility of Local Authority Police and Crime Panel Meetings) (England and Wales) Regulation 2020 no. 392.

Members of the public are welcome to join the remote meeting but may only participate during Public Participation (see below).

Remote Meeting Joining Instructions

Meeting ID: 826 8620 7406
<https://us02web.zoom.us/j/82686207406>

Dial by your location
+44 203 901 7895 United Kingdom
+44 131 460 1196 United Kingdom

Meeting agenda & supporting documents may be viewed on the parish council website (see link below) or be emailed to you following your request to the Clerk.
<http://www.hughendenparishcouncil.org.uk/council-meetings/full-council/>

Should you require further information or assistance in joining this meeting, please call 07739 464691 or by email to clerk@hughendenpc.org.uk.



AGENDA

Standing Orders will be set aside to allow for:

1 Public Participation and Reports from Buckinghamshire Councillors

Members of the public are permitted by the Chairman to speak once in respect of business itemised on the agenda for no more than 2 minutes. Answers to questions raised, may not be discussed unless already within this agenda and then only at that time. Outstanding questions may be referred to a future agenda for attention. The period for public participation shall not exceed 15 minutes.

Standing Orders will be reinstated:

2 To receive apologies for absence

3 To receive declarations of interest

In accordance with Sections 30 (3) and 235 (2) of the Localism Act 2011 and Hughenden Parish Council Code of Conduct, Councillors are requested to disclose personal and prejudicial interests on matters to be considered at the meeting.

4 Minutes of the previous Council meeting – Appendix 1

Minutes of Full Council Meeting of 9 March 2021

To receive and approve as a correct record, the minutes of the Full Council Meeting held remotely by Zoom Video Conferencing on 9 March 2021 in Appendix 1

5 Local Elections 6 May 2021

To receive and note nomination results for this years local election and to agree next steps

6 Officers Report – Appendix 2 – (MW)

6.1 To note the Clerk's Report

6.2 To receive and the current FOI Register

6.3 To note Delegated Authority actions by the Clerk since the last meeting

6.4 To consider the proposal to issue an ITT – General Maintenance Contract and to resolve next steps.

6.5 To consider the quotation for the replacement of the Widmer End Football Club gates and repairs and to resolve next steps

7 Financial Reports – Appendix 3 – (SK & MW)

To note the interim financial reports for period ending 31 March 2021



8 Services Committee – Appendix 4 – (PG)

8.1 To receive and note the report from the Chairman

9 Staffing Committee – Appendix 5 - (SK)

9.1 To receive and note the draft minutes of the meeting held 31 March 2021

9.2 To resolve to accept the recommendation of the staffing committee relating to the working hours of the Deputy Clerk position

9.3 To resolve to accept the recommendation of short term mitigation relating to outsourcing of book keeping support for three months.

10 Delegated Planning Report – Appendix 6 – (RG)

10.1 To note the Summary Delegated Planning Report as at 31 March 2021

11 Communications Working Group – Appendix 7 – (AC)

11.1 To receive and note minutes from the meeting held 25 March 2021

12 Key Actions for 20/21 Worksheet – Appendix 8 – (All)

To receive and note updates to the Key Actions Worksheet previously deferred from the March 9, 2021 meeting.

13 HCST Leases Progress Update – (PN)

To note that the leases and TR1 forms relating to Windmill Allotments, Naphill Allotments, North Dean Allotments and Common Road and Recreation Ground Allotments have been signed and returned to BP Collins.

14 Future agenda items

15 Next Meeting Dates

Annual Meeting of the Parish Council and Full Council for May will take place at the Great Kingshill Village Hall in person – awaiting confirmation of the date from the bookings secretary

16 Confidential Matters

16.1 Moving to Closed Session

Council to resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media are excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest considering the confidential nature of the business to be transacted.



- 16.2 To review the response to the FOI request dated 26 March 2021 and determine next steps – Appendix C9
- 16.3 To review the request and response to the FOI request dated 6 April 2021 and determine next steps – Appendix C10
- 16.4 To review the definitive statement from Wellers Hedley and determine next steps – Appendix C11

- 17 Meeting to close

Distribution – councillors, notice board & council website
Supporting documents – Appendices available on request & on website