
**AGENDA OF THE FULL COUNCIL MEETING OF BROCKWORTH PARISH
COUNCIL TO BE HELD ON 4TH MARCH 2020 AT THE BROCKWORTH
COMMUNITY CENTRE AT 6.15PM**

- (1) Welcome from Chair of Council**
- (2) Residential Travel Planning presentation by Richard Adams (Atkins) including question and answer session with Councillors.**
- (3) Attendance of those present to be recorded**

Councillors Debbie Harwood (Chair), Craig Carter, Chris Evans, Gareth Evans, Louise Gerrard, Andrew Georgiou, Ruth Hatton, Nadia John, Pete Kotwica, Jason Mills, S McNeil, Charlotte Parry, Tracey Poulton, Sara Stevens, Summer Stevens, Wayne Stevens

Members of the public

Invited guests
- (4) Apologies for absence received to be recorded**
- (5) Declarations of interests on matters on the agenda to be received**
- (6) Public session at the discretion of the Chair of Council**
- (7) Council to consider application(s) for co-option for one declared vacancy**
- (8) Approval and signing of draft minutes of previous meeting held on 5th February 2020**
- (9) Approval of financial reports and any specific expenditure recommended by Committee (the individual item exceeds Committee approval limits)**
 - (i) Bank Reconciliation
 - (ii) Trial Balance to 25th February 2020
 - (iii) Payments made since 1st February 2020 and additional invoices paid on 5th February 2020
 - (iv) Budget against actual year to 25th February 2020
- (10) Council are asked to approve new “meet the councillor” dates for May onwards**
- (11) Council are asked to approve the draft Risk Assessment & Management Policy**
- (12) Council are asked to review the Code of Conduct**
- (13) Committee minutes to be noted and decisions to be taken where indicated**
 - (a) Buildings and grounds Committee 26th February 2020**
 - (b) Planning, Highways and Environment Committee 12th February 2020.**
 - (c) HR Committee 13th February 2020**
 - (d) Community Committee 13th February 2020**
 - (i) Council are asked to consider inviting the Deputy Mayor to the Summer Fete as the Mayor is unavailable.
 - (e) Council to note decision data base report**

(14) Action Plan updates 2019/20

- (i) B & G Committee – café improvements, downstairs office move (completed) and s106 projects
- (ii) PHE Committee – green agenda (completed road policy statement), garden grabbing (completed policy statement)
- (iii) HR Committee -Staff restructuring (in progress)
- (iv) Finance Committee – review of contracts and internal audit (completed)
- (v) Community Committee- schedule of community events (ongoing) and Newsletter (ongoing)

**(15) Council are asked to approve the new provider for the youth provision
(Working Group to make recommendation)**

(16) To note revised meeting dates

(17) To note the report of the Parish Remuneration Panel (Members' Allowances)

(18) Chair to advise that due to confidential and sensitive information the exclusion of press and public under Standing Order 10A is necessary and the Committee will consider the following item in closed session

(19) STAFFING MATTERS TO BE CONSIDERED

- (a) To consider Clerk arrangements for April 2020 onwards and delegate authority to HR Committee to implement arrangements as appropriate.

(20) Date of next meeting to be confirmed as 1st April 2020 at 7pm

(21) Meeting to be closed