

# South Willesborough and Newtown Community Council

[www.swancc.org.uk](http://www.swancc.org.uk)

I hereby give you notice that an Ordinary meeting of the Council will be held on **MONDAY**  
**1<sup>st</sup> November 2021** - **Salvation Army Hall, Cudworth Road, TN24 0BE at 7pm**

All members of the Council are summoned to attend for the purposes of considering and resolving the business to be transacted at the meeting as set out below

## **NOTES for Councillors and Members of the Public**

The Council has reverted to face to face meetings. Members of the public may attend this meeting. Social distancing measures will be in place Face masks should be worn throughout the meeting unless exempt. Councillors and Clerks will be encouraged to take a lateral flow test 48 hours before the meeting. Reports will be available on the website and at the meeting but can be requested in advance by contacting the Clerk on **01233 528933**

*Sarah Evans*

Clerk

27<sup>th</sup> October 2021

**140/21 Record attendance, list apologies for absence and agree**

**141/21 Declarations of pecuniary, other significant or voluntary interest**

A Member who declares a DPI in relation to any item on the agenda will need to leave the meeting for the whole of that item and will not be able to speak or take part, (unless a relevant dispensation has been granted by the Clerk)

A Member who declares an OSI will be able to speak on the item but will be required to leave the meeting for the vote

A Member may also declare a voluntary Interest if they are unsure of their position. Inclusion and voting will be decided at the time of the declaration.

**i. Updating of Declarations of Interest for the Code of Conduct**

**ii. To note the granting of any requests for dispensations and the decision**

**142/21 Agree Minutes of the Ordinary Council meeting of 4<sup>th</sup> October 2021 and sign (attached)**

**143/21 Meeting adjourned for members of the public to raise questions on items on the agenda (This item will last no more than 15 minutes in total)**

**144/21 To receive reports from**

- a. Borough and County Ward Councillors,
- b. Kent Police
- c. Neighbourhood Watch
- d. KALC representatives
- e. Kent Police Public Engagement Event (Cllr Mullan/Bohill)

**145/21 To receive and note the draft minutes of the Planning and Highways Committee of 20<sup>th</sup> October 2021**

**146/21 To receive and note the draft minutes of the Finance and General Purposes Committee of 25<sup>th</sup> October 2021 and consider its recommendations A - D below**

**Recommendation A – Procuring dedicated Insurance for the Gas House Fields Allotments Capital project incorporating Public Liability cover for all tenants**

- i. To purchase a specialised Allotmenteer Insurance from Chris Knott Insurance that will extend cover to the site representative, volunteers and the community plot as well as providing insurance cover for all tenants of the allotments
- ii. to minimise risk through a policy offering £5million cover at a cost of £296.48
- iii. That the unit cost to tenants, estimated at £3.21 pa, is not passed on this year but will be reviewed in future
- iv. to endorse the current policy of Council-led management on the Gas House Fields site

**Recommendation B – To adopt a policy for the retention and disposal of Council information**

- i. To adopt a policy based on the schedule (attached)

**Recommendation C – Internet Banking Controls**

- i. To nominate the Chair of the Council and Chair of Finance and General Purposes as named debit card cardholders – to be reviewed at the Annual Meeting of the Council
- ii. Cards to be non-contactless and limited spend (to be agreed)

**147/21 To note decisions taken by email**

**Item 137/21 (4) Content of an Expression of interest to occupy Waterside building as a new base for the Council –Majority 9:1 decision (Cllr Rogers at family funeral and did not vote)**

**148/21 To receive a report of the Events Working Group on recommendations for the Annual Christmas event and agree**

**149/21 To receive a verbal report of the Clerk on options for the Alfred Road bus shelter and agree**

**150/21 To receive a verbal report from Cllr Bohill on future liaison with representatives of the Newtown Railway Works development and agree**

**151/21 To receive an update from the Chair on the removal of play equipment at the Stirling Road play area and agree the Council's response**

**152/21 To receive a report of the Clerks on options for the future governance of the Events Working Group (attached)**

**153/21-To receive correspondence/e-mails**

Any correspondence of an urgent nature received prior to the meeting

**154/21 To agree date of next Council meeting as 6<sup>th</sup> December 2021 and items to be included on the agenda**

**155//21 Forum for exchange of information between Council members**