



AGENDA

Ordinary Meeting of Chadwick End Parish Council

Date and time: Tuesday 12th March 2023 at 6.30PM

Place: The Orange Tree

Dear Councillor

You are hereby summoned to attend the **Ordinary Meeting** of the Parish Council to be held at **The Orange Tree** on **Tuesday 12th March 2024 at 6.30pm**

[KJFinlayson](#)

Kerry Finlayson Parish Clerk, Chadwick End Parish Council

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

1. **WELCOME and APOLOGIES**
2. **DECLARATIONS OF INTEREST**
3. **CO-OPTION OF NEW COUNCILLOR**
4. **CONFIRMATION OF MINUTES** **DOCUMENT 1**
To confirm the minutes of the meeting held on 23rd January 2024
5. **OPEN FORUM**
6. **FINANCIAL MATTERS** **TO FOLLOW**
 - i. Clerk's Report **DOCUMENT 2**
 - ii. Grant Applications **DOCUMENT 3**
 - iii. Draft Asset Register
7. **DEFIBRILLATOR CHECK**
8. **PREVIOUS ACTION POINTS**
 - [AP2 Sep](#) Cllrs to arrange handovers for responsibilities, where appropriate, ASAP
 - [AP2 Nov](#) Cllr Davies to get bolt in the flood barrier outside the front door and kitchen areas to be fixed
 - [AP1 Jan](#) The Chair to speak to the Internal Auditor for clarification on the VAT process.
 - [AP2 Jan](#) RFO to ensure a full refund of credit received back from EDF
 - [AP3 Jan](#) Cllr Davies to arrange for a builder to look at blocking up the air bricks and to clean out the drains and gutters at the back of the hall to help eradicate any leakage in the future
 - [AP4 Jan](#) Cllr Mathison to contact Paresh Shingadia at SMBC to get an assessment of the cause of the flooding.
9. **COUNCILLOR ROLES & RESPONSIBILITIES** **DOCUMENT 4**
10. **PLANNING**
 - i. PL/2024/00421/MINFHO 8 Hall Farm Court **DOCUMENT 5**

11. PLAYGROUND REPORT

TO FOLLOW

12. POLICIES

DOCUMENT 6

- Publication Scheme
- GDPR Privacy Notice
- Risk Assessments
- Fire Risk Assessment - this will be reviewed once the hall is open

TO FOLLOW

13. COUNCILLORS REPORTS & ITEMS FOR FUTURE AGENDAS

14. PROPOSED DATES OF FUTURE MEETINGS

07-May	Annual & Assembly	6.30
03-Jun	Extra	6.30
30-Jul	Ordinary	6.30
24-Sep	Ordinary	6.30
19-Nov	Ordinary	6.30
14-Jan	Ordinary	6.30
11-Mar	Ordinary	6.30

15. TO CONSIDER CLOSURE OF THE MEETING TO THE PUBLIC and PRESS

16. PERSONNEL and CONFIDENTIAL MATTERS

- i. Key Code

Kerry Finlayson

Clerk to Chadwick End Parish Council

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