**21LHPC06a Little Horkesley Parish Council**

**NOTICE OF MEETING**

**I HEREBY GIVE YOU NOTICE THAT YOU ARE SUMMONED TO ATTEND** an Ordinary Meeting of the Little Horkesley Parish Council to be held at Little Horkesley Village Hall on Monday 21st June 2021 at 7:30pm.

**Members of the public and press are welcome to attend but will need to contact the Parish Clerk to arrange an invitation to the Teams video call.**

Joanna Petersen (Parish Clerk)

01206 273 145

clerk@littlehorkesleypc.com

# Apologies

Declaration of Pecuniary or Non-pecuniary Interests in relation to items on the agenda.

**1. Minutes**

To approve the minutes of the meeting held on 17th May as an accurate record.

**2. Public Questions**

Members of the public are invited to address the Council, give their views and question the Council on issues on this agenda, or raise issues for future consideration (at the discretion of the Chairman.) Members of the public may not take part in the Council meeting itself. At the close of this item members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman. The session will last for a maximum of 15 minutes with an individual contribution lasting a maximum of 5 minutes. Members of the public should address their representation through the Chairman of the meeting.

**3. Parish Council**

1. To discuss the process for finding a new councillor

**4.** **County Broadband**

1. To receive an update from Chris Jacobs
2. To discuss and agree a time for the County Broadband webinar

**5. Playground**

1. To review the ROSPA report and discuss actions to be taken (see supporting document)
2. To receive update from the clerk on the purchase of picnic benches
3. Update on renewal of the playing field lease
4. To discuss the £350k Essex Community Initiative Fund (CIF) as brought to our attention by Cllr Lewis Barber (see supporting doc)

**6. Roads & Verges**

1. To discuss potholes in the Parish

**7. Footpaths**

1. To allocate footpaths to councillors for inspection

**8. Bus Shelter**

1. Update on the renovation of the noticeboard

**9. Website / Social Media**

1. To confirm that the Accessibility Statement has been published on the website
2. To discuss purchase of memory sticks for document back up

**10. Affordable Homes**

1. To receive an update from Chris Exley

**11. Emergency Assistance Plan**

1. To review the Plan and the List of Vulnerable Persons
2. To discuss whether to seek to update the List of Vulnerable Persons

**12. Policy Review**

1. To review findings of policy reviews as follows:

Maria Oats – Training & Development and Publication Scheme

Chris Exley – Homeworking

Hannah Taylor – Equality

Chris Jacobs – Social Media

Susie Goldring – Grievance and Disciplinary

**13. Finance**

1. Update on end of year finances and AGAR
2. Asset Register

***Invoice Approval***

To Approve the following invoices: *none*

To note expenditure approved by the Chair and the Clerk

* J Petersen (May Salary) £174.00

**12. Correspondence**

**13. Items for the Next Agenda**

**…………………………………………………………………………….. (J Petersen – Clerk)**

**11.06.2021**

# ……………………………………………………………………………… (Date)

**Date of the next Parish Council Meeting Monday 19th July 2021 (Location TBC)**

**The Public and Press are cordially invited to be present**

**Little Horkesley Parish Council**

Parish Clerk: Joanna Petersen

Email: clerk@littlehorkesleypc.com Website: [www.littlehorkesleypc.com](http://www.littlehorkesleypc.com)