



I hereby give notice that the next meeting of Durleigh Parish Council will be held as follows:

Date of Meeting:	17 th March 2022	Time:	7:30 pm
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Location of Meeting:	Hembry Room, Westfield Church Hall
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All Members are **REQUIRED** to attend.

Ref.	Agenda Item
1	Attendance of Members
2	Apologies for Absence
3	Chairman's Comments
4	Public Question Time
	Due to taking precautions to prevent the spread of Covid it is difficult to accommodate open public access to our meetings at the present time. Therefore, we request that any members of the public wishing to attend a meeting contact the Clerk with a minimum of 3 days' notice, so that arrangements can be made. Where possible, alternative solutions will be offered.
5	Declarations of Interest
6	Minutes of Last Meeting
	November Parish Council meeting and January Finance Sub Committee meeting
7	Update on Actions from Previous Meeting
7.1	Spaxton Road Safety Improvements – <i>Cllr. Vassalli to update re progress with new signage and data reports from traffic survey. Cllr. Bown & Cllr. Caswell to update re application for Safety Improvement Scheme</i>
8	Matters Arising (Including Consultation Responses)
	None
9	Financial Matters
9.1	Bank Balance
9.2	Accounts update to be tabled by Clerk.
9.3	Accounts/invoices to be approved
9.4	Note Approval of Budget for 2022-23 at Extended Finance Sub Group meeting Jan 2022
9.5	Opening Up Safely and Reconnecting Communities Fund (grant applied for)
9.6	Schedule of Known Payments 2022-23 for Authorisation
9.7	Appointment of Internal Auditor
9.8	National Pay Award – Authorisation of pay award to Clerk in line with new national rates and backpay to April 2021
10	Planning Matters
	<i>For Discussion:</i>
23/22/00001	145 Holford Road - Erection of two storey side (NW) extension on site of existing (to be demolished).
	<i>For Update:</i>
	None



11	Review of Policies														
	Email sent to Councillors 10 th Feb 2022. Policies due for review:														
	<table border="1"> <thead> <tr> <th>Policy</th> <th>Date Due for Review</th> </tr> </thead> <tbody> <tr> <td>Code of Conduct</td> <td>March 2022</td> </tr> <tr> <td>Financial Regulations</td> <td>March 2022</td> </tr> <tr> <td>Standing Orders</td> <td>March 2022</td> </tr> <tr> <td>Privacy Notice</td> <td>March 2022</td> </tr> <tr> <td>Data Protection Policy</td> <td>March 2022</td> </tr> <tr> <td>Risk Register</td> <td>April 2022</td> </tr> </tbody> </table>	Policy	Date Due for Review	Code of Conduct	March 2022	Financial Regulations	March 2022	Standing Orders	March 2022	Privacy Notice	March 2022	Data Protection Policy	March 2022	Risk Register	April 2022
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Code of Conduct	March 2022														
Financial Regulations	March 2022														
Standing Orders	March 2022														
Privacy Notice	March 2022														
Data Protection Policy	March 2022														
Risk Register	April 2022														
	No updates to national templates. Consider any local changes required. Approve for continued use.														
12	Review of Risk Register														
	Email sent to Councillors 10 th Feb 2022, updated draft Risk Register attached. To review and consider any additions / amendments, approve for continued use.														
13	Jubilee Benches														
	Consider Locations for Jubilee Benches														
14	Speed Impact Devices (SID)														
	Consider locations for Speed Impact Device(s) and costs – Councillor Vassalli														
15	Facebook														
	Update from Cllr. Myers re the use and success of Facebook														
16	Meetings Attended														
16.1	Elections training – Clerk														
17	Items for Next Agenda														
18	Date & Venue of Next Meeting														
Date & Venue:	19 th May 2022 at the Hembry Room, Westfield Church Hall														

Agenda Signed by: *Tammy Weeks* (Clerk & Responsible Financial Officer) **Date:** 8 March 2022