

The next meeting of Risby Parish Council will take place online via Zoom on Thursday 2<sup>nd</sup> July 2020 at 7p.m.

Members of the public are welcome to join the meeting and can speak to councillors during the Open Forum.

Members of the public may stay and observe the rest of the meeting but may not address the Council. If you wish to join the meeting via Zoom, please email the parish clerk, Joanne Kirk, for the meeting ID and password at [risbyparishcouncil@yahoo.co.uk](mailto:risbyparishcouncil@yahoo.co.uk)

#### AGENDA

1. To accept apologies and reason for absence.
2. Declaration of interest by councillors in items on the agenda and dispensation requests.
3. To approve the minutes of the Annual Meeting of the Parish Council held on Thursday 7th May 2020 and the planning meeting held on 4<sup>th</sup> June 2020
4. County Councillors Report
5. District Councillor's report
6. Police issues
7. To receive an update on the list of actions agreed at the last meeting
8. To discuss the following financial issues:
  - a) Approval of payments and signing of Schedule of Payments
  - b) Approval of payments authorised between meetings
  - c) Approval of the record of receipts and payments (including online payments) made since the last meeting
  - d) Bank balances and confirmation of bank reconciliation
  - e) Signatory to complete the checklist of Internal Controls
  - f) Internal auditor's Report
  - g) Approval of the continued use of electronic banking
  - h) Disposal of Parish Council documents
  - i) Update on the inspection of Parish Council property
9. To discuss the following planning issues:
  - a) DC/20/0874/FUL - (i) 3no. dwellings (ii) associated highways access, parking and garden boundary works, including alterations to the access/parking/boundary at adjacent 1 Flempton Road (following the demolition of the existing flats)
  - b) DC/20/1001/TPO - High Trees, The Green, Risby - TPO 145 (1971) Tree Preservation Order - (i) 1no. Cypress 1no. Yew and 1no. Ash (T005 T006 T008 on plan within A1 on order) fell (ii) 1no. Yew (T007 on plan and within A1 on order) - prune back over drive to provide clearance for turning space
  - c) DC/20/0943/TCA – Sycamore Cottage, The Green, Risby – Crown reduce 1 plum tree by 50%
10. To review the following policy documents
  - a) Financial Regulations
  - b) Standing Orders
  - c) Equal Opportunities Policy
11. To approve the following policy documents
  - a) Email policy for councillors
  - b) Procedure for handling requests for information
  - c) Filming and recording at meetings policy
  - d) Persistent and vexatious complaints and correspondence policy
  - e) Planning applications and how to respond -
  - f) Filming and Recording at Meetings Policy
  - g) Co-option policy
12. To discuss any highways/Rights of Way issues/tree/transport issues
  - a) Recent flooding on School Road near Lower Green
13. Local Government Association (LGA) consultation on a new model member code of conduct.
14. To discuss any village issues:
  - a) Update from the Risby Wildlife Group and a request to plant some saplings on Lower Green
15. To discuss the following correspondence:
  - a) Letter from SARS requesting a donation

16. Any other business for noting or including on the agenda of the meeting on Thursday 3<sup>rd</sup> September 2020