



Wickersley Community Centre,
286 Bawtry Road, Wickersley,
Rotherham.
S66 1JJ
Parish Clerk Carol J Lavell
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11th May 2021

Dear Councillors,

You are hereby summoned to attend the **Annual Meeting** of the Parish Council, to be held on **Tuesday May 18th 2021 at 18.30** , at Wickersley Community Centre & Library-Function Room, 286 Bawtry Road, Wickersley . for the purpose of transacting the following business: It will follow the Annual Parish meeting at 18.00.

This meeting will be subject to stringent Covid 19 controls, detailed at the end of the agenda. It is a physical meeting due to a change in legislation ceasing the use of remote meetings for Local Council business as of 06/05/2021. Please bring meeting papers (posted to all Councillors) to the meeting as hard copies will not be provided on the evening.

Members of the public are encouraged to email the Clerk if they have any matters they wish to raise at the meeting or alternatively to ring her, this is to assist with limiting the numbers for Covid safety reasons.

C J Lavell

Carol Lavell
Parish Clerk to the Council

BUSINESS

Enclosure:

All Councillors will need to sign their declaration of office prior to joining the Parish Council meeting, this will be on your table in the function room

1. To elect the Chairperson of the Council for 2021-22 and to receive Chairperson's declaration of office
2. To elect the Vice-Chairperson of the Council for 2021-22 and to receive Vice-Chairperson's declaration of office
3. To welcome new Councillors to the Parish Council and give thanks to those retiring , following the elections (uncontested) of 6th May 2021
4. To present all Councillors with their Councillor Information file and paperwork for completion

5. Results of Election
6. To receive apologies for absence
7. To note any declarations of interest on items to be discussed at this meeting
8. To resolve if members of the press and public are to be excluded from any agenda items of the meeting due to the nature of the business to be transacted. Under Public Bodies (Admission to Meetings) Act 1960, S1 (2))
9. To approve the minutes of the Council Meeting held on 15th March 2021 **(A)**
10. To note any issues from members of the public in attendance
11. To consider any community matters from Councillors
12. To note matters arising from the minutes of the Council Meeting of 15th March 2021
13. To consider financial matters including:-
 - 13.1 The authorisation of payment of accounts since the last meeting (circulated at the meeting)
 - 13.2 To approve the reserves policy 2021/22
 - 13.3 To consider the received insurance quotations (circulated at meeting)
 - 13.4 To agree to adopt General Powers of Competence
14. To review the terms of reference for committees **(B)**
15. To approve the submission of the Neighbourhood Plan to RMBC **(C)**
16. To review and to elect the Committees of the Council: -
 - 16.1 Environment Committee (6)
 - 16.1.1 To elect the Chair of Environment
 - 16.2 Events Committee (6)
 - 16.2.1 To elect the chair of Events
 - 16.3 Finance Committee (4)
 - 15.3.1 To elect the Chair of Finance Committee
 - 16.4 Human Resources Committee (6)
 - 16.4.1 To elect the Chair of Human Resources
 - 16.5 Planning Committee (4)
 - 15.5.1 To elect the Chair of Planning
 - 16.6 Recreation Grounds Committee (6)
 - 16.6.1 To elect the Chair of Recreation
 - 16.7 Winthrop Gardens Committee (6)
 - 16.7.1 To elect the Chair of Winthrop Gardens Committee
 - 16.8 Woodland Management Committee (6)
 - 16.8.1 To elect the Chair of Woodlands Committee
 - 16.9 Neighbourhood Plan Steering Group (6)
 - 16.9.1 To elect the Chair of Neighbourhood Plan Steering Group
 - 16.10 Wickersley Community Centre association
 - 14.10.1 To appoint the Chair of Wickersley Community Centre Association
17. To elect representatives to Non-Council Committees and Groups: -
 - 17.1 Wickersley Allotment & Garden Society (2)

17.2 Wickersley Village Bowls Club (2)

17.3 Board of Trustees for the Wickersley Charities (1)

18. To consider any general correspondence and publications
19. Planning and Licensing applications update Cllr M Godfrey (during this period all applications are being considered and managed by Cllr Godfrey, with email conversations with Councillors where required as per minute 5963/20)
20. To note dates of future committee meetings, and the next Parish Council Meetings (Function room at the Community Centre at 18.30)

Monday 21st June 2021

Monday 19th July 2021

Monday 20th September 2021

Monday 18th October 2021

Monday 15th November 2021

Monday 13th December 2021

Dates of Committees

Wednesday 12th May 2021 HR Committee at 10.00am

Friday 4th June 2021 Winthrop Committee at 9.00am

Monday 14th June 2021 Recreation Committee at 18.30

Tuesday 22nd June 2021 Woodlands at 18.30

Wednesday 16th June 2021 Finance at 14.00

Monday 28th June 2021 WCCA at 18.30

Tuesday 6th July 2021 Environment at 18.30

PARISHIONERS ARE ENCOURAGED TO ATTEND MEETINGS OF THE PARISH COUNCIL AND ARE PERMITTED PARTICIPATION IN ITEM 7, BUT NOT IN THE DECISIONS ON OTHER AGENDA ITEMS, SPEAKING ONLY WHEN SPECIFICALLY INVITED TO DO SO BY THE CHAIRPERSON

Wickersley Parish Council

Guidelines for attendance at “actual” Parish Council Meeting

The following are for the protection of all, Councillors, Staff and members of the public and in accordance with current Government guidelines

The building and associated areas will have received a thorough clean in advance of the meeting. There will be no other users at the Centre, it will be solely for the purposes of the Annual Parish Meeting and Annual Parish council Meeting.

The greeting Clerk will record your visit as part of Track and Trace, this will remove the need to sign the communal signing in sheet.

On entering the building via the main entrance, if necessary please queue to enter at 2 metres apart

Please bring your own pen/pencil

- Please sanitise your hands
- Your temperature will be taken before being allowed into the building
- Masks must be worn at all times within the building(unless exempt)
- On corridors please keep to the left and be aware of pinch points, eg room entrances

- The meeting will be held in the function room, each Councillor will have their own table and chair, 2 metres socially distanced
- Councillors are asked to remain seated at all times and to observe 2 metre social distancing
- Please observe good hand hygiene at all times, there is a hand sanitising point at the rear door in the function room

- Members of the public will be seated at the rear of the hall on chairs, located 2 metres apart. We are currently encouraging members of the public to email any points/questions in advance due to the limitation on numbers.

- Doors and windows will be open to enable maximum ventilation so please dress appropriately
- Please bring your own drinks/water bottle
- Please remove all your papers at the end of the meeting

The main toilets will be available for use, if required.

The maximum number of adults permitted in the room is 20. Numbers in excess of this will contravene the risk assessment,

Please leave via the garden entrance, in accordance with the one way system of the building