

Agenda

Finance and Administration Committee

Thursday 23 June 2022 - 7pm at Willand Village Hall

AGENDA

1. Election of Chairman of Finance and Administration Committee
2. Apologies
To receive any apologies from Councillors
3. To receive any declarations of interest from Members on any of the agenda items.
4. Items brought forward from the Chair
5. Public questions on any of the agenda items
6. To approve the minutes of the meeting held: Thursday 17 March 2022 (Circulated)
7. ADMINISTRATION
 - a) To conduct annual review of the Press & Media Policy and put forward any amendments for approval by Full Council in July
 - b) To conduct annual review of the Social Media Policy and put forward any amendments for approval by Full Council in July
 - c) To review the Emergency Plan and identify any changes to be made
 - d) Training
 - i) To receive updates (verbal/written) on training attended by Councillors and Clerk since 17 March 2022
 - ii) To review future training for Councillors and Clerk
 - e) To receive an update from Councillor Wilcox on options to open an additional instant access savings account
 - f) To receive an update from the Clerk on her ongoing research into appropriate accounts software for use by the Parish Council
 - g) Jubilee Field Regulations: to consider amending Condition 10 in the light of the PSPO which states “dogs on a lead” rather than “under control”
8. FINANCE
 - a) To receive an overview of current bank account figures
 - b) To review income and expenditure to date
 - c) To discuss the allocation of the 2021-22 underspend (deferred from April Full Council meeting)
 - d) Review of Standing Orders, agree any changes and report to July Full Council meeting
 - e) To form a Working Group to review the Asset Register, including all leased play areas
9. Councillors’ Roundtable: to receive any further information from Councillors and to highlight future agenda items.
10. Planning applications to be considered (pending confirmation of extension requests to allow for discussion at July Full Council meeting)
 - a) 22/01148/TPO
Proposal: Application to remove 6 of the lowest branches on 1 Oak tree protected by Tree Preservation Order 08/00004/TPO

Location: 8 Chestnut Drive Willand Cullompton

[PLANNING LINK](#)

b) 22/00901/FULL

Proposal: Change of use of part of building from Class B8 (Storage and distribution) to Class E (Light industrial)

Location: Storage Building Tanyard Farm Willand

[PLANNING LINK](#)

Barbara Bodkin

Clerk to Willand Parish Council

17 June 2022