



Sway Parish Council

Jubilee Field Pavilion, Station Road, Sway, SO41 6BE

01590 718116

clerk@sway-pc.gov.uk

(v1) 21st February 2020

All members of Sway Parish Council are hereby summoned to attend a meeting **at the Jubilee Field Pavilion, Station Road, Sway, SO41 6BE on Thursday 27th February 2020** commencing at **7.00pm** for the transaction of the business below.

KWalding

Katie Walding, Clerk & RFO

AGENDA

1. Public Participation

An opportunity for members of the public to raise issues of concern or interest, to ask a question or to make a statement. Public participation will be conducted in accordance with Sway Parish Council's Standing Orders 3(a) – 3(k), with no individual speaker exceeding a maximum of three minutes. All public participation, and the duration of this item, will be at the discretion of the Chairman.

2. Apologies

3. Declarations of Interest

4. Minutes of the previous Meeting – to approve the Minutes of the meeting on 23rd January

5. District Council – to receive an update of New Forest District matters from Cllr Barry Rickman

6. County Council – to receive an update of Hampshire County matters from Cllr Keith Mans

7. Chairman's Report

8. Clerk's Report and Correspondence

9. Casual Vacancy

To receive a report from the Clerk and to consider the recommendations:

a. That the Council resolves to co-opt a councillor into the current vacancy, against the timetable set out in the Clerk's report;

b. That the Council resolves to adopt the following amendment to the Standing Orders:

To add a new point (a) to section 8. Voting on Appointments:

“(a) Voting for candidates standing for co-option will be by way of a paper ballot; papers to be supplied and collected by the Clerk. Clerk and Chair to count and Chair to announce if a clear majority vote is apparent.”

The existing point (a) becomes (b).

c. That the Council resolves to adopt the revised Co-option Policy.

10. Planning & Transport Committee (PaTC) (Cllr Lisa Thomas) – to receive an update from the meeting held on 13th February

a. **20/00032: Lakeside** – to further consider this application following amendments

b. To consider the purchase of a replacement pole for the Automated Speed Limit Reminder (Vera) at Brighton Road, at a cost of £116+VAT (PaTC recommendation)

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- c. To consider the appointment of a further Committee Member (PaTC recommendation)

11. Amenities (Cllr Lisa Thomas)

- a. **Allotments** – receive an update on the rat infestation

12. Finance (Cllr Pepper):

- a. **Insurance Review** – to receive and consider the Clerk’s report and recommendations:
 - i. That the Council resolves to adopt the newly updated Asset Register and Insurance Inventory as reported;
 - ii. That the Council resolves to approve the revised insurance premium of £2653.60
- b. **Electricity Bills** – to note the outcome of the recent investigation
- c. **Payment Schedule** – to receive and approve for February 2020
- d. **Bank Reconciliation** – to receive and approve for January 2020

13. Governance

- a. **Training and Development Policy** – to consider adoption of a new policy
- b. **Tree Management Policy** – to consider adoption of a new policy
- c. **Risk Management Scheme** – to note the latest updates

14. Council Objectives

- a. Village Consultation (Cllr Ryce / Cllr Pepper)
- b. Sway Parish Design Statement (Cllr Willis)
- c. Church Lane Development Group (Cllr Tarling)
- d. Jubilee Field Facilities (Cllr Bowler)
- e. Environment and Climate Charter (Cllr K Marshall)
- f. Welcome Pack (Cllr Bampton/Parish Clerk)
- g. Parking Issues (awaiting a councillor to champion this project)
- h. Quality Council Award (Parish Clerk)
 - To receive the report from the Clerk and recommendations:
 - i. To confirm by resolution the information published on line as set out in the attached report
 - ii. To confirm by resolution the existence of documentation as set out in the attached report
 - iii. To confirm by resolution that subject to the above resolutions, the Council’s application for Foundation Award should be submitted by the Clerk in March 2020

15. **Youth Centre (Parish Clerk)** – to receive an update

16. **Village Hall (Cllr Bampton)** – to receive an update

17. **Other items for discussion** – from Councillors

18. **Items for the Next Agenda** – from Councillors and/or the Clerk

19. **Date of the next meeting** – Thursday 26th March at 7:00pm

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