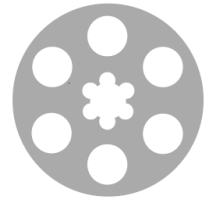


WAPPENHAM PARISH COUNCIL



Tel: 01295 760130

Email: parishclerk@wappenham.net

All Councillors are summoned to attend the next **MEETING** of
WAPPENHAM PARISH COUNCIL

To be held on

WEDNESDAY 10TH MARCH 2021 at 7.30 P.M

This meeting is to be held as a “virtual” meeting on Zoom

Members of the Public and the Press are invited to attend

To join the meeting via the internet:

<https://us02web.zoom.us/j/86308467403?pwd=WE1tT2MwMGJjbGhuQmRxaitZYmZEUT09>

Meeting ID: 863 0846 7403

Passcode: wpc

To join the meeting via a telephone call:

Tel. 0203 051 2874 or 0203 481 5237

Meeting ID: 863 0846 7403

Password: 449102

AGENDA

Chairman's Announcement:

The Openness of Local Government Bodies Regulations 2014:

1. To Receive Apologies and Approve the Reasons for Absence.
2. To invite Declarations of Interest:
3. To confirm the accuracy of the Minutes of the Parish Council Meetings held on 27th January 2021
4. To Note Reports from:
 - 4.1 the Clerk
 - 4.2 the Chairman
5. Finance Schedule:
 - 5.1 To Approve the Statement
 - 5.2 To Ratify and Approve the Payments
 - 5.3 To Note Receipts
 - 5.4 To note the arrangements for internal audit
 - 5.5 To review system of internal control and effectiveness of internal audit
 - 5.6 Asset register review
6. Planning
 - 6.1 Applications: to note determined applications
 - 6.2 To note interim arrangements for the Planning Committee regarding the changeover to the unitary authority.

WAPPENHAM PARISH COUNCIL

6.3 Consultation: to consider response to the Model Design Code consultation

7. Policies and Documentation

7.1 To consider the following:

- i) Upgrade employee handbook to reflect ACAS Guidance from 2015 regarding Grievance and Disciplinary Procedures
- ii) Working from Home Policy
- iii) Pension and Retirement Policy -
- iv) List of personal data consents (template from Northants CALC)
- v) Register of gifts and hospitality
- vi) Complaints procedure (template from Northants CALC)
- vii) Produce list of policies requiring regular review and determine timescales for review

7.2 Existing policies review (to include GDPR policies)

7.3 To consider the review schedule for policies and documentation

8. Annual Risk Assessment review

9. To review the significant risks to achieving the council's objectives and the adequacy of the arrangements to manage those risks

10. To consider nomination for Freedom of the Village

11. To consider arrangements for the Annual Assembly

12. Elections 2021: to note important dates and processes

13. Update on request to install a tree/memorial bench

14. To consider Parishioners' Correspondence

15. General Correspondence Review

16. To consider Issues related to Highways, Footpaths and Street Areas

17. To receive Items for the next Meeting

18. To set future Meeting Dates

19. Councillors' Comments

Signed:



Parish Clerk

Date: 5th March 2021