

Merton Parish Council

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To all Members of Merton Parish Council:

You are hereby summoned to attend the meeting of Merton Parish Council on **Monday 19 February 2018** at 7.30pm in Merton Village Hall. The business to be dealt with is listed in the Agenda below.

Tracey Charlesworth, Parish Clerk.

Members of the public and press are welcome to attend during 7.30pm and 7.45pm when they can ask questions or express their views.

Agenda

<u>1: Apologies for absence:</u>	1. To accept apologies for absence:	Actions
<u>2: To receive Disclosable Pecuniary Interest.</u>	1. ¹ (see footnotes) Register of Members Interests.	
<u>3: Public Participation.</u>	1. Members of the public can ask questions and express their views.	
<u>4. Guests.</u>	1. Manor House Nursing Home: Welcome: Georgie Llewelyn, Sara Reading (registered manager)	
<u>5: Minutes.</u>	1. To confirm minutes of the: <ul style="list-style-type: none"> ■ Meeting of Merton Parish Council on 15 January 2018 at 7.30pm. ■ Publication of Minutes: Transparency Code. 	Council
<u>6: Vacancy for a Councillor/Co-option.</u>	1. Vacancies for three Parish Councillors to be filled by co-option: To consider/approve applications.	
<u>7: District/County Councillors.</u>	1. To receive report(s): <i>Circulated by email:</i> District Cllrs. T. Hallchurch and D. Hughes; County Cllr. Dan Sames.	
<u>8: Village Hall.</u>	1. Cleaner: Update. <ul style="list-style-type: none"> ■ Review of Contract and Job Description. 2. Meter Reading: Reading to be taken. 3. Emergency Lighting: Update.	CLERK CLLRS FF
<u>9: Playground/Recreational Area:</u>	1. Football Clubs (FC):	RL

¹ Notes on declaration of interest

The Code requires that, at a meeting, where a member or co-opted member has a disclosable pecuniary interest (of which they are aware) in any matter being considered, they disclose that interest to the meeting. **It is essential that members and co-opted members do this clearly, in order that the disclosure may be recorded, which will protect the member in the event of a subsequent allegation.**

The requirement to disclose such interests is applicable from 1 July 2012, whether or not the interests have been notified to the Monitoring Officer. The Council will include an appropriate item on agendas for all meetings, to facilitate this. Parish Clerks are also encouraged to include such an item on the agenda for all meetings of their council and any committees.

Although not explicitly required by the legislation or by the code, it is recommended that in the interests of transparency and for the benefit of all in attendance at the meeting (including members of the public) the **nature** as well as the **existence** of the interest is disclosed

A member or co-opted member who has disclosed a pecuniary interest at a meeting must not participate (or participate further) in any discussion of the matter; and must not participate in any vote or further vote taken; and must withdraw from the room.

However, the requirement in paragraph 0 above not to participate does not apply in the event of a dispensation having been granted

12: (3)

Important: Items that must be acted on by the next meeting.

13.(4): Action:

Items that must be acted on, but with no specific or pressing timescale.

14: (5) Advice:

Items that provide advice to the Parish Council, and that may impact future actions, but that do not themselves require any specific action in response.

15: (6)

Marketing: Items seeking to advertise or promote products and/or services that might be of interest to the Parish Council.

16: Matters for Further Information or Discussion**17: Matters for Parish News.****18: Date and Time of Next Meeting:**

will run until 02/03/18.		
3. Data Protection Regulations: To consider requirements and approve action.		Council
1. Clerk/RFO:		
▪ Job Description/Contract: Review of Contractual Hours.		AB
▪ Auto Pension Enrolment: Update.		
2. Annual Review of Documents: Consider/approve:		
▪ Risk Assessments.		FF
➤ Play Area: To look at previous review discussion regards sign:		
1. Emergency Plan:		
▪ Update on 'Public Access' document for website and flyer.		FF
▪ Community defibrillator: To consider/approve provision of: Update on application to the SSE Resilience Fund.		FF
▪ Merton Woodland: Update.		
3. Proposed Repositioning of 30mph limit: O.C.C: Update.		AB/FF
4. House Numbering through Merton Village: To consider/approve:		
▪ Advice from C.D.C.		
▪ Draft Letter.		
▪ Proposals.		TB
1. Correspondence/Emails:		
▪ M.P.C.261 (01) C.D.C. – Springclean 2018!		
▪ None.		
1. To report on Matters of information or discussion at the next meeting.		
1. Approve Matters for Publication:		
1. Monday 19 March 2018 held at 7.30pm in Merton Village Hall:		