

# WINSTER PARISH COUNCIL

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Dear Councillor

29<sup>th</sup> May 2020

You are hereby summoned to attend a meeting of Winster Parish Council to be held remotely on Monday 8<sup>th</sup> June commencing at 7.30pm. The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authorities and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 requires until further notice, all parish council meetings will take place remotely.

**IMPORTANT NOTICE:** This meeting will take place using 'zoom' technology. Public and press are welcome to attend the meeting. Anyone wishing to do so please contact Councillor Rachael Knox at [rachaelknox@icloud.com](mailto:rachaelknox@icloud.com) and you will receive the necessary meeting ID and password

Yours sincerely

David Crutchley,  
**Parish Council Chair**

## **AGENDA**

- 1. To receive apologies for absence**
- 2. Variation of order of business**
- 3. Declaration of members Interests**

*To enable members to declare the existence and nature of any disclosable pecuniary and non-pecuniary interests they have in subsequent agenda items, in accordance with the Parish Council's Code of Conduct. Interests that become apparent at a later stage in the proceedings may be declared at that time.*

*Where a member indicates that they have a disclosable non-pecuniary interest, but wish to make written representation regarding the item before leaving the meeting, those representations will be read to the meeting under item (a) of Public Speaking.*

- 4. Public Speaking – (15 minutes)**
  - a. A period of not more than 15 minutes will be made available for members of the public and members of the Council to comment on any matter.*
  - b. If the Police Liaison Officer, a County Council, Peak Park Authority or*

*District Council Member is in attendance, they will be given the opportunity to raise any relevant matter.*

5. **To Approve the Minutes of Council Meeting on 2<sup>nd</sup> March 2020**
6. **To consider whether any items should be taken with the public and press excluded in accordance with the Public Bodies (Administration to Meetings) Act 1960, s1.**
7. **To Approve the Parish and Parish Council Meetings Schedule 2020/21**
8. **Chair's Announcements**
9. **Report of the Clerk**
10. **Finance: Approval of Payments**
11. **Co-option of New Parish Councillor**
12. **To Establish the Staffing/HR Committee by agreeing the terms of reference using the template provided by NALC and the Councillors to sit on the Committee**
13. **To consider the adoption an Attendance Management Policy using the template provided by DALC**
14. **To consider planning applications**
15. **To agree the Action Required to deal with issues on the Woodhouse Lane Site: Pathway to Florence Gladwin Close, exposed broken drain & repairs to footpath leading down from Woodhouse Lane**
16. **To agree the Council's Response to the Request to Open up the Village Allotments**
17. **Correspondence: To note items for information**
18. **To Approve the CONFIDENTIAL Minutes of Council Meeting on 2<sup>nd</sup> March 2020**
19. **To consider interim arrangements for covering the Clerk's responsibilities during his absence: an update.**
20. **To consider the process for dealing with parishioner's complaint: an update**
21. **Date of Next Meeting – Monday 6<sup>th</sup> July 2020**