



**Ordinary Meeting of Healeyfield Parish Council,
Castleside Village Hall, Drover Road
on Thursday 30th March 2023 at 7.00pm**

AGENDA

1. Apologies for Absence
2. Declarations of Interest
3. Agree minutes of the previous meeting
4. Public Participation
5. Chairman's Report
6. County Councillor Report
7. Correspondence
8. Finance
 - a. To approve accounts for payment
 - b. To receive Responsible Financial Officers Report
9. Clerk's Report
 - a. To receive the Clerk's Report
 - b. Matters for Information
10. Planning Applications
 - a. Nothing to discuss.
11. Parish Event Planning
To discuss and agree items related to the following planned events.
 - a. **Litter Pick** – 15th Apr
 - b. **Kings Coronation Celebration** – 6th May
 - c. **National Volunteering Day** – 8th May
 - d. **Autumn Festival** – 24th Sep
12. Freeman\Freewoman Nomination Procedure

- a. To review and approve the document detailing the procedure for the nomination and awarding of the freeman\freewoman honour.

13. Civil Contingency Plan

- a. To review and agree the Civil Contingency Plan as presented by Cllr. Wallace
 - i. Inclusion of local schools
 - ii. Contact information verification.
 - iii. Addition of reusable supplies to Council Asset register

14. Newsletter – Digital (e-mail) & March content

- a. To review and approve the draft March Newsletter (paper version)
- b. To receive an update from the Clerk regarding the move towards the distribution of newsletters by email
- c. To review and approve the updated Privacy Policy to cover the gathering of email addresses for the purpose of newsletter & event information distribution.

15. Taking the Pledge

- a. To pass a resolution to sign up to the civility and respect pledge.

16. Healeyfield Commemorative Photo Book

- a. To discuss and resolve to progress with plans to release a photo book covering the significant events within the Parish over recent years.

17. Date of the next Ordinary Meeting

- a. To agree date and time of next meeting (Thu 27th Apr 2023)

Public Bodies (Admission to Meetings) Act 1960, s.1(2). A body may, by resolution, exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings; and where such a resolution is passed, this Act shall not require the meeting to be open to the public during proceedings to which the resolution applies.

18. Confidential Items

Ian Robson
Proper Officer / Clerk to the Council
24th Mar 2023