

Public Report: Events, Environment and Finance Committee Meeting

6 December 2021 6.00pm at Coxhoe Village Hall

Claire Llewelyn – Clerk and Responsible Finance Officer

Please note: due to the current Government measures for Covid-19, the Parish Council's risk assessments and the health and safety of all, the Public and the Press will only be able to access this meeting in limited numbers in person.

Note: Measures will be in place to keep everyone present as safe as possible from Covid-19. No one should attend this meeting in person if they have any symptoms of coronavirus or should be self-isolating. All present must maintain social distancing of at least two metres and are to wear a mask or face covering apart from when seated. Instructions from Parish Council Officers should be followed at all times.

Public Report

Please use the links (in blue text) throughout this report to access further information and reports. This report follows the agenda for the meeting.

1 To receive meeting safety information, to agree the willingness to hold the meeting and to note the [Parish Council Public Participation Policy](#)

The meeting has been convened using advice and guidance from the Government and National Association of Local Councils (NALC), and following the relevant risk assessments drawn up by the Clerk. Information has been sent to all Councillors by the Clerk about the position all parish and town councils are in, in relation to holding face to face meetings.

The Government did not change or extend the law to hold remote meetings after 6 May 2021. This means that the meetings from now on must be held face to face to be in compliance with the law.

The safety measures include reducing numbers allowed, and using social distancing and masks when moving around. The Parish Council's [risk assessment for face to face meetings](#) is available here.

The Clerk will be ultimately responsible for implementing this on behalf of the Parish Council. Councillors should agree that they are satisfied to hold the meeting with the controls in place. Councillors should note that if at any point they are not satisfied, they can decide to stop and adjourn the meeting.

Recommendations:

A) Note the safety measures in the risk assessment and the agreement of Councillors present to hold this meeting while upholding the safety measures and controls implemented by the Clerk.

B) Note the Public Participation Policy.

2 To note apologies

3 To receive declarations of interest in items on the agenda (state whether the interest is a disclosable pecuniary, other registerable or other non-registerable interest, & the nature of the interest)

4 To confirm the [minutes of the meeting of this Committee held on 15 November 2021](#)

5 Public Participation

6 To consider and plan for Parish Council events and related activity

- a) To review feedback and the budget for the Christmas Tree Light Up Event held on 29 November 2021
- b) to consider events on Parish Council land
- c) To make any necessary arrangements for events in 2022

7 To consider the Council's budget, action plan and risk assessment

- a) to consider [the budget for 2021 to 22](#)
- b) to develop the action plan for 2022 to 23 to be agreed by full Council
- c) to note the Council's Risk Assessment
- d) to note the Council's Reserves Policy
- e) to agree a budget and precept amount for 2022 to 23 to be recommended to Council

8 Date and time of next meeting: Monday 7 February 2022, 6.00pm

Councillors are asked to note that in the exercise of their functions, they must take note of the following: equal opportunities; crime and disorder; human rights; health and safety and biodiversity.