**Pailton Parish Council**

Parish Clerk & RFO: Leona Bendall, Holly Barn, Main Street, Harborough Magna, CV23 0HS,   
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**AGENDA**

**Village Hall, Pailton at 7.30pm on Monday 23 September 2024**

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| **1** | **Chairman’s Welcome and Apologies for Absence** |
| **2**  **3**  **4** | **Declarations of Interest**  **Suspension of Standing Orders**  For fifteen minutes to allow members of the public to raise matters of interest – individual contributions are limited to three minutes, all subject to the Chairman’s discretion  **Resumption of Standing Orders** |
| **5** | **To approve the minutes and financial papers of the meetings held on 29 July 2024.** |
| **6**  **7** | **Matters arising from previous meetings – not covered elsewhere on the agenda**  **External reports**   1. County Council [AW] 2. Borough Council [AG] 3. Village Hall Trust [LF] |
| **8**  **9**  **10**  **11** | **White Lion Project Update** [TS]  **Finance & Governance** [clerk]   1. Consider and approve the cashbook report forecast to the 30 September 2024 2. Note and approve the following payments: clerk salary/HMRC for September £390; DD payment to SSE for street lights for August, £120.97; Brinklow PC – shared costs for planning response, £100; Heritage Trust subscription £100; e-On standing charge £9.45. 3. Permission to purchase : Dog refuse bin by allotments gate and Replacement defib pads 4. Conclusion of Audit – report. 5. Lone Working Policy   **Planning applications and matters for consideration**   * Old Telephone Exchange site * Response re new National Policy Policy Framework.   **Ongoing Issues** |
|  | 1. Playing fields working group and footpaths – inc safety report and measurements for orchard 2. Highways Working Group and Speedwatch – WCC guidance on HGVs usage of village roads 3. Flood Action Group (FLAG) 4. Ex Service Men’s Club |
| **12** | **Correspondence** |
| **13** | **Additional Items for discussion at next meeting** |
| **14** | **Dates for next monthly meeting – 28th October 2023** |

Clerk & RFO: *LJBendall* Date: 15 September 2024

**Rules of Conduct for of Meetings of Pailton Parish Council**

Pailton Parish Council continues to encourage parishioners to come to its monthly meetings and share information and views … but this can only be done in the framework of Standing Orders which are the legal rules that govern Parish Council meetings.

These meetings are formal occasions, they are not open public meetings where parishioners can participate, within reason, when they like.

In summary, the meeting begins with the chairman welcoming everyone. He also notes apologies for absence from councillors and ask councillors to declare any personal or financial interests (known as non pecuniary or pecuniary interests) that they may have in items on the agenda – this is so parishioners know that any decisions are based on the best interest of the parish.

Then the chairman moves to item 3. on the agenda and ‘suspends standing orders’ so that parishioners can raise items of interest or concern. (Fifteen minutes is allowed for this item)

At this time anyone wanting to speak should raise their hand … and always address their points to the chairman. If a councillor wishes to respond to the parishioner’s point, he or she, will also raise their hand and address their points to the chairman. There should be no discussion between members of the public with individual councillors – nor between councillors and the clerk.

Each speaker is allowed a maximum of three minutes and this is wholly at the discretion of the chairman. When the chairman decides Item 3 is concluded, the chair will ‘resume standing orders’ and restart the formal business on the agenda.

Because we want parishioners to engage with the Parish Council, the chairman may allow parishioners to contribute meaningful comments or ask questions in other parts of the meeting. **But this is always at the chairman’s discretion** and must always follow formal procedures: the parishioner must raise his/her hand and can only address the chairman - not individual councillors or other parishioners present.

Without keeping to these rules meetings can become chaotic and councillors may not have the opportunity to express their views.