



Datchet Parish Council

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Clerk to the Council – Mrs Sonia Masikito

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DATE: 06th January 2025

TO: **ALL MEMBERS OF THE COUNCIL**

You are hereby summoned to attend the **MEETING** of **DATCHET PARISH COUNCIL** being held in **DATCHET VILLAGE HALL** on **MONDAY 13th JANUARY 2025**, at **7.00pm** for the purpose of transacting the business specified in the following agenda.

Members of the Public:

In accordance with The Public Bodies (Admissions to Meetings) Act 1960, members of the public wishing to address the Council have the opportunity to do so during the Public Forum. However, also in accordance with The Public Bodies (Admissions to Meetings) Act 1960, the public may be excluded whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

Recording Notice

This meeting will be recorded in audio for documentation purposes, this audio stream will be available in the public domain. By participating in this meeting, you are consenting to be recorded.

Council Members are reminded of their duty under the Code of Conduct, Scheme of Delegation and Standing Orders as well as their commitment to uphold Civility and Respect.

The 7 principles of public life: Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty and Leadership

Non confidential papers can be viewed by clicking on this link:

<https://www.dropbox.com/scl/fo/ept0frraq3pobrcdn16kl/ABr5r1r2Vf1l4NYnUtZQoY?rlkey=zp74mrw8gxh86x08as46v32ry&st=pevq7q5v&dl=0>

Yours faithfully,

Sonia Masikito

A G E N D A

24/219 APOLOGIES AND ANNOUNCEMENTS

To receive members apologies for absence (and the reasons).

24/220 PUBLIC QUESTION TIME (*Limited to 2 minutes a person and 10 minutes maximum in total.*)

24/221 DECLARATION OF INTERESTS

Members are required to declare any financial or personal interests arising from the agenda.
Dispensation requests should be made to the Clerk in advance of the meeting.

24/222 MINUTES (paper)

To agree that the minutes of the Parish Council meeting held on **16th December 2024** be signed by the Chairman as a true record.

24/223 MATTERS ARISING

- a. To consider a resident's request from the meeting on 16th December 2024 to include 'community questions' alongside Councillors' questions on agenda items, allowing one member of the community to provide a comment under each heading.

24/224 GENERAL

- a. Chairmans report (*For information only*)
- b. To note the Clerks Report including correspondence and progress report on council business. (*paper*)

24/225 PLANNING

- a. To agree responses to new applications listed on the attached planning addendum and note Planning Decisions (*paper*)
- b. Other planning matters, including any new 106 Allocations and Enforcement Matter

24/226 FINANCE

- a. To approve income and expenditure up to 10th January 2025 – Chairman to sign pink sheet (*paper*)

24/227 ADMINISTRATION

- a. To adopt Flexible working policy (paper)
- b. To adopt Annual Leave policy. (paper)
- c. To adopt the Sickness /Absence policy (paper)
- d. To adopt the Performance Improvement policy & procedure. (paper)
- e. Amendment to Code of Conduct – Amend Appendix C Section 6.1 Appeals of the Datchet Code of Conduct Version 2 -deleting the final sentence “**Note that the Ombudsman will not consider a complaint from a councillor...**”_Proposed by Cllr Wise (paper)
- f. Update to Standing Orders – The Council's Standing Orders be updated to include the following provision under Section 1: All meetings of the Parish Council, including committee meetings, must be held on the dates as agreed by the Council at the Annual Statutory Meeting or Council Meeting thereafter, unless exceptional circumstances necessitate a change. In such cases, the Clerk must provide written notice of the change and the reasons for it to all members of the Council as soon as practicable. Proposed by Cllr Larcombe

24/228 BOROUGH COUNCILLOR’S REPORT: (*For information only*). *Limited to 2 minutes each and 6 minutes maximum total*

24/229 GROUNDS

- a. Lead Councillors report
- b. Councillor’s questions

24/230 CEMETERY

- a. Lead Councillors report

- b. Motion to consider the quotes for the mortuary store refurbishment proposed by Cllr Wise (paper)
- c. Councillor's questions

24/231 EVENTS

- a. Lead councillors report
- b. Councillor's Questions.

24/232 PROPERTIES

- a. Lead councillors report
- b. Councillor's Questions

24/233 HIGHWAYS

- a. Lead councillors report
- b. Councillor's Questions.

24/234 FLOODING AND DRAINAGE

- a. Lead councillors report
- b. Councillor's Questions

24/235 WORKING GROUPS

- a. To receive update for the Datchet Neighbourhood Plan Delivery and Monitoring Group (DMG) *(If necessary)*
- b. Councillor's Questions.

24/236 COMMITTEES

- a. To receive reports from committees *(If necessary)*
- b. Staffing committee update
- c. Councillor's Questions

24/237 PUBLIC QUESTION TIME: *(Only for clarification relating to matters discussed on the agenda and limited to 2 minutes a person and 10 minutes maximum total)*

24/238 COUNCILLORS QUESTIONS AND COMMENTS

Councillors are requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas.

24/239 DATE FOR THE NEXT MEETING

The date of the next council meeting will be **Monday 10th February 2025**