



**Clerk to the Council:**

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12<sup>th</sup> July 2021

Dear Councillor

You are hereby summoned to attend the meeting of Allesley Parish Council being held on **19<sup>th</sup> July 2021 at 7:45pm**, the meeting will be held at Corley Village Hall, Church Lane, CV7 8AZ. If you are unable to attend, please forward your apologies to the Clerk.

*While it is anticipated that Covid measures will have been relaxed by the time of the meeting, any restrictions still in place must be enforced. Members of the public are welcome to attend the meeting, however in order for preparations to be made in the event of restrictions remaining or coming into force we ask that members of the public contact the Clerk to reserve a seat no later than 2pm on the day of the meeting. If limits are in place then public admission may be restricted on a first come first served basis, and the Parish Council reserves the right to refuse entry*

Jane Chatterton PSLCC  
Clerk & RFO to the Parish Council

*Members of the public and press are welcome to attend*

#### **A G E N D A**

- 1. PUBLIC FORUM** To adjourn to allow public participation
- 2. APOLOGIES FOR ABSENCE**  
To receive apologies and approve reasons for absence
- 3. MEMBERS' CODE OF CONDUCT - DECLARATIONS OF INTEREST**
  - (a) Councillors are reminded of the need to keep their Register of Interests form up to date
  - (b) To declare any Disclosable Pecuniary Interests in agenda items and their nature
  - (c) To declare any Other Disclosable Interest in items on the agenda and their nature
  - (d) Written requests for the council to grant a dispensation (s33 of the Localism Act 2011) are to be lodged with the clerk in advance of the meeting
- 4. MINUTES OF THE PREVIOUS MEETINGS**  
To approve minutes of the Parish Council Meeting held on 26<sup>th</sup> April 2021
- 5. MATTERS ARISING**  
**Recommendation:** Receive updates on matters not listed as agenda items
- 6. HIGHWAYS MATTERS**  
**Recommendation:** Receive and discuss highways matters
- 7. PLANNING MATTERS**  
To Consider Planning Applications received since the last meeting
- 8. CORRESPONDENCE**  
**Recommendation:** to discuss any correspondence received

## 9. FINANCE

### 9.1 To approve payments

01.04.21	E1	100262	J Chatterton	April Salary	DPA
01.04.21	E2	100263	J Chatterton	Expenses April	£48.80
01.04.21	E3	100264	WALC	Subscription	£326.00
09.04.21	E4	DD	HMRC	Quarter tax payment	£286.80
10.05.21	E5	100267	J Chatterton	SLCC membership PART	£50.00
10.05.21	E6	100265	J Chatterton	May Salary	£305.60
10.05.21	E7	100268	Mrs L Best	Internal Auditor	£100.00
14.05.21	E8	100266	J Chatterton	Expenses May	£25.40
14.05.21	E9	100270	J Chatterton	Stamps	£30.72
18.05.21	E10	100271	J Chatterton	Zoom	£40.00
18.05.21	E11	100272	Zurich	Insurance	£257.60
18.05.21	E12	100269	J Chatterton	Signage reimbursement	£131.32
09.06.21	E13	100273	WALC	Training MD	£15.00
09.06.21	E14	100274	J Chatterton	June Salary	DPA
09.06.21	E15	100275	J Chatterton	Expenses June	£22.73
09.06.21	E16	DD	Freeola	Website	£13.86
05.07.21	E17	DD	HMRC	1/4 tax for clerk	£152.60
05.07.21	E18	100276	J Chatterton	July salary	DPA
05.07.21	E19	100277	J Chatterton	Expenses July	£28.13

### INCOME

30.04.21	R	CCC	Precept & grant	£14,687.00
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### 9.2 Bank Reconciliation 30<sup>th</sup> June 2021

**Recommendation:** to receive and approve

### 9.3 Quarterly Report 30<sup>th</sup> June 2021

**Recommendation:** to receive and approve

### 10. Service Level Agreement – Verge mowing within Allesley Parish

**Recommendation:** Discussion

### 11. Police and Crime update

**Recommendation:** Discussion

### 12. CCTV

**Recommendation:** Receive an update

### 13. Councillor Code of Conduct

**Recommendation:** Discussion and reapprove current Code of Conduct

### 14. Task Groups

**Recommendation:** formation of task groups

- Planning
- Highways & Verges
- Flooding
- KOGG/CPRE
- Police & crime
- Coventry Area Committee for WALC

**15. Coventry City Council 3 Parishes' Meeting**

**Recommendation:** Receive an update on

Development of Charter

Development of Coventry Area Committee for WALC (representatives)

**16. Follow up Meeting with Rob Back and Colin Knight**

**Recommendation:** Discussion

**17. Councillor's reports and items for future Agenda:**

Councillors are requested to use this opportunity to report minor matters of information (this is for matters which come up after the agenda is published) or action, not included elsewhere on the Agenda, and to raise items for future Agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.

**18. Date of the next meeting**

To confirm the date of the next meeting as 13<sup>th</sup> September 2021, Corley Village Hall