

# Eathorpe, Hunningham, Offchurch & Wappenbury Joint Parish Councils

Email: [clerk.jpcehow@outlook.com](mailto:clerk.jpcehow@outlook.com)

Website: [www.ehow-jpc.gov.uk](http://www.ehow-jpc.gov.uk)

12<sup>th</sup> March 2024

Dear Councillor,

You are hereby summoned to attend the meeting of Eathorpe, Hunningham, Offchurch & Wappenbury Joint Parish Councils being held on **19<sup>th</sup> March 2024 at 7:30pm**, the meeting is being held at Eathorpe Village Hall. If you are unable to attend, please forward your apologies to [clerk.jpcehow@outlook.com](mailto:clerk.jpcehow@outlook.com)

*J L Chatterton*

*Jane Chatterton CILCA PSLCC*

*Clerk & RFO*

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

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

- 1. Apologies:** To receive apologies and approve reasons for absence
- 2. 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
- 3. Minutes**

To approve the minutes of the Parish Council meeting held on 16<sup>th</sup> January 2024
- 4. Matters Arising**

Matters arising for items NOT listed as agenda items
- 5. Public participation:** To adjourn to allow public participation.

Members of the public may not take part in the Parish Council meeting and the Parish Council cannot pass a resolution on matters raised during public participation that are not on the agenda. Residents are invited to give their views and raise questions to the Parish Council. Please keep to two minutes or less to make your point. If you wish items to be on the agenda you may raise them with a Councillor or the Clerk at least a week before each meeting, or for the next agenda during Public Participation.
- 6. Councillor's reports and items for future Agenda**

To receive reports from District Councillor; Councillor Rebecca Noonan, and Warwickshire County Councillor; Councillor Redford
- 7. Correspondence**

To receive and note correspondence
- 8. Planning**

To consider any Planning Applications since the last meeting

## 9. Highways

**Recommendation:** Receive and note any highways reports

### 9.1 Offchurch Flooding Plan

**Recommendation:** discussion

## 10. Police Matters

**Recommendation:** Receive and note any police matters

## 11. Offchurch Play area refresh

**Recommendation:** update

## 12. Finance

to approve payments: -

**2023-24**

DATE	REF	PAYEE	DETAILS	AMOUNT
05.01.24	E83	XPD Print Ltd	Invoice 10504	£20.00
10.01.24	E84	J Chatterton	Clerk salary January	DPA
10.01.24	E85	HMRC	Tax & NI Clerk	DPA
05.02.24	E86	Mr G Willoughby	Play inspection invoice 00019	£118.60
05.02.24	E87	Top Source	Payroll 0008781	£12.94*
07.02.24	E88	J Chatterton	Clerk Salary February	DPA
07.02.24	E89	HMRC	Tax & NI Clerk	DPA
07.02.24	E90	J Chatterton	Expenses February	£51.50
07.02.24	E91	XPD Print Ltd	Invoice	£20.00
13.02.24	E92	Netwise	Standard package hosting	£402.00*
20.02.24	E93	DS Wagstaff	Hedge cutting Offchurch	£280.00
21.02.24	E94	J Chatterton	Norton 360	£29.49
21.02.24	E95	J Chatterton	The Sign Shed reimbursement	£33.15*
21.02.24	E96	J Chatterton	Microsoft Office	£59.99*
27.02.24	E97	XPD Print Ltd	Invoice	£20.00
06.03.24	E98	Topsouce	Invoice 010330	£13.81*
06.03.24	E99	Mr G Willoughby	Play inspection invoice 00020	£118.60

*\*inc VAT*

## 13. Governance

**Recommendation:** discuss and approve

1. JPC Risk Assessment March 2024 (no updates)
2. JPC Health & Safety Policy March 2024 (no updates)
3. JPC Internal Financial Control March 2024 (no updates)
4. JPC Asset Register 2023-24 (*to be reviewed*)

## 14. HS2

**Recommendation:** discussion

## 15. Meeting venues

**Recommendation:** discussion

**16. 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 have 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

**17. Next Meeting**

To confirm the next meeting as scheduled for 21<sup>st</sup> May 2024 at TBC