

14<sup>th</sup> February 2020

**To all members of the Council.**

You are summoned to attend a Parish Council Meeting at 19.00 at the Reading Room on Wednesday 26<sup>th</sup> February to transact the following business.



*Phillip Brooks. Clerk to the Council.  
e-mail address. keswick.intwood@gmail.com  
Telephone 01603 250639*

**AGENDA**

2020/10. Declarations of Interest: a) in accordance with s.31 of the Localism Act 2011, Members to declare any Disclosable Pecuniary Interests in items on this Agenda; and b) the Clerk to report any written requests for dispensation in respect of items on this Agenda.

2020/11. To accept apologies for absence.

2020/12. Public Participation:

- Resolution to adjourn the meeting for public participation and any County and District Councillor reports.

2020/13. To confirm minutes of the Parish Council Meeting on 8<sup>th</sup> January 2020.

2020/14. To report matters arising from minutes not on the Agenda: for information only.

2020/15. Finance:

- To agree invoices for payment in accordance with the budget
- To receive a Receipts and Expenditure Statement.

2020/16. Parish Issues: To update the Parish Council Action Plan attached to this Agenda.

2020/17. To consider a request to support the Local Electricity Bill. (Email circulated to Councillors on 3<sup>rd</sup> December.)

2020/18. Police Contact and Liaison Arrangements.

2020/19. Planning:

- To consider outstanding planning applications (none at present).
- Planning Application 2017/2794. Working Group Update.

2020/20. Correspondence received.

2020/21. Items for the next meeting.

CORRESPONDENCE RECEIVED FOR DISCUSSION.

*The following list is paper correspondence received to: 14<sup>th</sup> February.*

None received to date.

## Keswick and Intwood Parish Council. Action Plan 2020-21.

Note: the Action Plan and Activities can also be viewed on the Parish Council Website.

*Updated at Parish Council Meeting on 13<sup>th</sup> November 2019. (Changes indicated in red.)*

Action Number.	Responsible Councillor.	Action description.	Current situation summary.
1.	KH	Planning.	Harford Triangle development.  Working Group considering traffic calming proposals for Low road received from Create Consulting and would report its conclusions to the Parish Council.
2.	TL	Highways.	As 1 above.
3.	SH	Finance.	Regular monitoring of budget performance and checking bank statement balances.  Cash Book and bank statement reconciliation approved prior to the meeting.
4.	MR	Keswick Hall Liaison.	Attendance at Keswick Hall Residents' Meetings and reporting relevant concerns and issues to the Parish Council.
5.	MW	Litter Picking Organisation.	Some "Take Your Litter Home" signs removed by

			<p>unknown persons. No further action.</p> <p>KH to follow up the possibility of seeking help from Travellers Site residents to help with litter picking along Short Road.</p> <p>Maintaining contact with other volunteers and making necessary arrangements.</p> <p>Spending the £220 Prize Draw award. PB said that he had approval from SNC contribute the prize money to the cost of installing double glazing in the Reading Room.</p>
6.	JH	Reading Room and Speedwatch Campaign.	<p>Attending Reading Room Committee meetings and reporting issues to the Parish Council. PB said that fire and other risk assessments had been undertaken and action points were being followed through. However, it had been discovered the Reading Room Insurance had been allowed to lapse and this</p>

			<p>was being corrected as a matter of great urgency.</p> <p>Approve Reading Room Constitution Document. Approved.</p> <p>Managing the Speedwatch scheme and liaison with the police coordinator. Despite some volunteers withdrawing from the Scheme new people had come forward. Training would now be arranged in the New Year.</p>
7.		Police Liaison.	<p>Maintaining contact with the police and circulating relevant information to Councillors. JH said she was still receiving police messages and was content for this to continue.</p>
8.	TL	Replacement of letter box	<p>Awaiting installation by Royal Mail. Now replaced.</p>

Phillip Brooks

Parish Clerk

14<sup>th</sup> November 2019