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21 March 2022

To all Members of Detling Parish Council

Dear Councillor

YOU ARE HEREBY SUMMONED TO ATTEND an extra meeting of the Parish Council which will be held at Detling Village Hall on Monday, 28 March 2022 at 7.00 p.m. The purpose of the meeting is to consider and pass such resolutions as may be deemed necessary or desirable in respect of the matters contained within the agenda. If you are unable to attend this meeting, please advise the Locum Clerk in advance so that your apologies and reasons for absence can be given at the meeting.

Yours faithfully

Karen Bell

Karen Bell  
Locum Proper Officer, Parish Clerk & RFO

**NOTICE OF MEETING** Public Notice of the meeting has been given in accordance with schedule 12, Para 10(2) of the Local Government Act 1972. The Meeting is open to the press and public.

### AGENDA

#### Time Guide

1. **APOLOGIES FOR ABSENCE (19.00):** To consider and approve apologies for absence.
2. **DECLARATIONS OF INTERESTS AND / OR LOBBYING AND INTENTION TO RECORD (19.02)**
  - *Reminder to Members to disclose either a Pecuniary Interest or Other Interest in any item on the agenda. The clerk cannot advise members on this, and Members are personally responsible for declaring an interest.*
  - *Councillors are also responsible for ensuring that their Registers of Interests are up to date (within 28 days of any changes).*
  - *Members are requested to disclose any lobbying they may have received for items on the agenda*
  - *Reminder to disclose an intention to record, please note that recordings are not allowed during the consideration of confidential items of business*
3. **CIC SHOP LEASE (19.05):** To consider
4. **SHOP AWNING (19.45):** To consider granting approval for awning
5. **MATTERS FOR INCLUSION ON THE NEXT AGENDA (19.48)**
6. **MATTERS FOR CONSIDERATION IN PRIVATE (19.50)**  
**Exclusion of press and public:** *There are only a few reasons as to why, legally, the public and press can be excluded from a meeting. The Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2) states "A body may, by resolution, exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by*

*reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings; and where such a resolution is passed, this Act shall not require the meeting to be open to the public during proceedings to which the resolution applies." It is generally considered acceptable to exclude the press and public if the agenda item relates to the consideration of tenders, leases, purchases of assets, for matters relating to staffing covered by the data Protection Act and to consider complaints against the council or a code of conduct complaint.*

**6.1 2021/2022 Salary Award: To receive and consider information**

**6.2 Staffing Matters: To receive information**

- 7. DATE AND TIME OF NEXT MEETING (20.00):** To confirm as the Annual Meeting of the Parish Council on Tuesday 03 May 2022 at 7.00 pm in Detling Village Hall

**NOTES:**

- a) **The meeting is open to the press & public.**
- b) **DPC allows a period of time at Full Council Meetings when residents can put questions to the council. At other times, the public are not able to take part in the proceedings except at the discretion of the Chairman who may at a convenient time in the transaction of business adjourn the meeting and suspend standing orders to allow any member of the public to address the meeting and ask questions requiring answers of a factual nature**
- c) **Mobile phones should be switched to silent during the meeting.**