



## Essington Parish Council

### Full Council Meeting Announcement

Date of Announcement: 18<sup>th</sup> of March 2026

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#### Introduction

The Full Parish Council meeting provides an opportunity for councillors to review key matters affecting the community, make decisions on financial and operational issues, and ensure transparency in governance. Your participation and input are valued as we work together to maintain and improve services for the residents of Essington.

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#### Notice of Meeting

Councillors are Summoned to attend the **Full Parish Council Meeting on Monday the 23<sup>rd</sup> of March 2026 at 7:00 PM** in the Council Chamber.

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#### Exclusion of Press and Public

The Chairman will advise attendees that, in accordance with the **Public Bodies (Admission to Meetings) Act 1960, Section 1(2)**, the press and public will be excluded during any item involving confidential business. **Item 9** on the agenda.

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#### Public Participation

A maximum of **15 minutes** is allocated for public participation. Any elector of the Parish of Essington wishing to raise a question must submit a written request to the Clerk prior to the meeting, within the agenda publication period. Questions must relate to official Parish Council business listed on the agenda.

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#### Agenda

1. **Apologies for Absence**
2. **Declarations of Interest**
3. **Approval of Minutes – Meeting held on the 23<sup>rd</sup> of February 2026**
4. **Matters Arising from Previous Minutes**
5. **District Councillors' Report**
6. **Finance**

6.1 Schedule of Payments – March 2026

6.2 Income and Expenditure Report – February 2026

6.3 Bank Reconciliation (All Accounts) – February 2026

6.4 Ratify Clerk PayScale Increase 1 point

6.5 Ratify list of Creditors 2026/27 approved & recommended by the Finance Committee.

6.6 Ratify Pools Permit Charges 2026/2027 recommended by the Pools Committee  
Adult £35, Concession £20.00 & Junior £10.00

6.7 Ratify Costs to unlock the Clerks CiLCA LO'S £50.00

6.8 Ratify Quote of £2211.00 for Height Barrier EPC Car Park.

6.9 Ratify addendum to 1911 café License Tenancy at Will.

7. Approve the following Policies and Procedures (Copies can be found on the website for reference).

- **Statement of Internal Control and Annual Review of Effectiveness of Internal Control**
- **Asset Register**
- **Financial Regulations**
- **Insurance Policy**
- **Risk Assessment**

#### **Data Protection**

- Councillor Privacy Notice
- Data Security Breach Reporting Form
- Document Retention and Disposal Policy
- Data Audit
- Data Protection Risk Assessment
- Email Contact Privacy Notice
- Information and Data Protection Policy
- Privacy Impact Assessment Form
- Publication Scheme
- Social Media and Electronic Communication Policy
- Subject Access Request Form
- IT Policy

- The Management of Transferable Data Policy

### **General Policies**

- Dignity at Work, Bullying and Harassment
- Disciplinary Procedure
- Grievance Procedure
- Lone Working Policy and Guidance
- Sickness and Absence Policy
- Whistle Blowing Policy
- Anti-Fraud and Corruption Policy
- Community Engagement Policy
- Code of Practice for Handling Complaints
- Environmental Policy
- Equal Opportunities Policy
- Health & Safety Policy (temporary policy pending receipt of H&S documentation from Peninsula)
- Members and Officers Subsistence / Mileage Policy
- Openness and Transparency Policy
- Risk Management Policy
- Training Policy
- Grant Policy
- Volunteer Policy
- **Standing Orders**

### **8. Chairman's Report**

### **9. Medical Centre Update – Confidential**

### **10. Date of Next Meeting**

### **11. Closure**