

NOTICE OF AN ORDINARY MEETING OF THE WOODCOTE PARISH COUNCIL

Friday 15th December 2023 at 9.15am in the Woodcote Village Hall

All Councillors of the Parish Council are summoned to attend a meeting of the Woodcote Parish Council

Members of the public and press are invited to attend all council meetings. [Public Bodies (Admission to Meetings) Act 1960]

**Prior to the start of the meeting, questions and comments from members of the public
(limited to 10 minutes in total)**

This provides an opportunity for members of the public (who are not usually permitted to speak during the meeting except by special invitation of the Chairman of the meeting) to participate before the start of the meeting. Members of the public may make only one address to the council of no more than five minutes' duration and only concerning topics on the agenda. No decision can be taken during this session, but the Chairman may decide to refer any matters raised for further consideration.

AGENDA

1. To receive apologies for absence. [LGA 1972 s85(1)]

2. Declarations of interests [LA 2011 s31]

2.1 To receive declarations of interest for items on the agenda

(Members to declare any interests, including Disclosable Pecuniary Interest they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct. (NB this does not preclude any later declarations)

2.2 To consider requests for dispensations, if any [LA 2011 s33]

3. Vacant Seats

3.1 To note the council has 4 vacant seats

3.2 To co-opt T Over to fill one of the vacant seats (checks have been made to confirm eligibility)

(Declaration of Acceptance of office to be provided prior to participation in meetings. To be countersigned by the Proper Officer, then the new Councillor may take a seat and participate in the meeting.)

4. To approve the minutes of previous council meeting [LGA 1972 Sch 12, para 41(1)]

4.1 Meeting held on 6th December 2023

Appendix A

5. Financial Investments

5.1 To consider the current investment with CCLA/Local Authorities' Property Fund and to approve giving the 180 days' notice to dispose of the units in this fund and re-invest into more secure deposit accounts (as defined in the Woodcote Parish Council's Investment Strategy adopted on 8/12/2022)

Appendix B

5.2 To consider the current investment with CCLA/The Public Sector Deposit Fund and consider to dispose of the shares in this fund (no notice required) and re-invest into more secure deposit accounts (as defined in the Woodcote Parish Council's Investment Strategy adopted on 8/12/2022)

Appendix C

5.3 To approve the signing of the CCLA documents to change the contact to the Proper Officer and add Cllr S Pritchard and Cllr B Urbick as signatories.

6. ICO data breach

- 6.1 To note a data breach of personal information of Stoke Row Parish Council members and Clerk, that the Stoke Row Parish Council is notified of this and that they should officially report the breach to the ICO (as it is their personal data). The data held by Woodcote Parish Council has been properly deleted and a note put on file of the actions taken. (All of the above was recommended by the ICO.)

7. To confirm the date and time of the next Council Meeting – 7.30pm, 3rd January 2024.

8. To consider and, if thought fit, approve the following motion: In view of the confidential nature of the business about to transacted, it is advisable in the public interest that the public and press be temporarily excluded, and they are instructed to withdraw. [Public Bodies (Admission to Meetings Act 1960; LGA 1972 ss100 & 102]

- 8.1 To consider matters pertaining to staffing.

9. To approve the minutes of this meeting.

Bryan Urbick

Bryan Urbick, Proper Officer (acting as Clerk and RFO)
11th December 2023