

Telephone 07725 843 505

Email Clerk@ninfieldpc.co.uk

Website <http://www.ninfieldpc.co.uk/community/ninfield-parish-council-15069/home>

08/07/2024

**I hereby give you notice that you are summoned to attend the Highways, Safety & Verges Committee meeting on Friday 12<sup>th</sup> July 2024, 11:30 am at Sparkes Pavilion when it is proposed to transact the following business.**

**Signed**

Jackie Scarff, Clerk & RFO

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1. **To elect a chair for the committee**
2. **To elect a vice chair for the committee**
3. **To receive and accept apologies** and reasons for absence in accordance with the Local Government Act 1972 S 85 (1).
4. **Disclosure of Interests** - In accordance with the Localism Act 2011 to receive any disclosure by Members of personal interests in matters on the agenda, the nature of the interest and whether the member regards the interest as prejudicial under the terms of the Revised Code of Members Conduct  
  
To consider granting any dispensations.  
  
Any changes to register of interests should be notified to the clerk immediately.
5. **Public Questions** - In accordance with standing orders **ten minutes** are available for the Public to express a view or ask a question on **relevant matters on the following agenda**. Members of the public are welcome and encouraged to stay and observe the rest of the meeting.
6. **Exclusion of the Public** - To exclude the public for a particular agenda item the following resolution must be passed.  
'Under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature or other special reason (to be specified) of the business to be transacted.'
7. **Minutes of previous meeting** to be considered for approval and signed as a true record.  
Highways, Safety & Verges Committee meeting held Friday 15<sup>th</sup> March 2024.
8. **Business to be transacted.**

a To receive an update on the traffic calming project and agree any actions required.

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b To receive an update on the protection of the verges project and agree any actions required.

c To discuss the wild flower verges project and agree any actions required.

d To discuss work required to fingerposts in the village and agree any actions required.

e To discuss the grounds maintenance project with a view to reporting a recommendation to full council.

## 9. Date of next meeting.

Circulation to all Committee Councillors.

*In accordance with The Data Protection Act 2018 all attendees of the meeting are hereby notified that the meeting will be recorded as an aide memoire for the clerk when compiling the minutes. The recordings are held securely and are deleted after the resolution that the minutes are a true and correct record.*

*Members of the public should be aware that being present at a meeting of the Council or one of its committees or sub-committees will be deemed as the person having given consent to being recorded (photograph, film or audio recording) at the meeting, by any person present. A person or persons recording the parish meeting are reminded that the "Public Session" period may not be part of the formal meeting and that they should take legal advice for themselves as to their rights to make any recording during that period.*