Innsworth Parish Council

Agenda/Summons

For the MEETING OF THE COUNCIL

TO BE HELD AT 6.30pm ON 13TH NOVEMBER 2026

at the Community Hall Rookery Road, Innsworth

1.	***Welcome and introductions – by the Chairman***
2.	***Attendance to be recorded (anticipated as*** **Parish Councillors, David Hale**, **Julie Evans Ploy Culley, Graham Bocking, Rinita Dam, Dona Jiji John** & **Kevin Sherwood** Borough Councillor Rojina Pradhan Rai & Borough and County Councillor Hands and Members of the public)
3.	***Apologies for absence received to be recorded from Parish Councillors*** Parish Councillor Rhiannon Evans
4.	***Council to note there has been no Apologies for absences to be accepted in accordance with LGA 1972 s85 (Known as the 6-month rule)*** ***Council to note no dispensation requests have been received in writing by the Clerk prior to the agenda being prepared for the meeting***
5.	***Council to note the resignation of Councillor Tyrrell***
6.	***Declaration of Interest for matters on the agenda to be invited –***
7.	***Minutes of the previous Parish Council Meeting held on 8th October 2026 to be approved following a proposer, seconded and vote***
8.	***Council to consider quotation following the RoSPA report of 25/9/26*** **Carousel – Bowl – rocking – not part of maintenance contract 9.26 — quote for bearings repair/replacement received in sum of £671**
9.	***Council to consider quotation for Perspex replacement at bus shelter outside of tech park, innsworth lane, received in the sum of £829***
10.	***Council to invite public participation in accordance with standing orders adopted 28th November 2025 "Full Council meetings section e to k"*** ***Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda.*** ***Public session to be closed***
11.	***Under the Public bodies admission to meetings action 1960 and schedule 12A of the LGA 1972, subject to a proposer, seconded and vote, Council to move into confidential business to discuss legal matters which may prejudice the Council's legal, financial or bargaining position***
12.	***Subject to a proposer, seconded and vote, Council to consider suspending standing orders adopted 28th November 2025 section (a) relating to previous resolutions – no decision may be reversed within 6 months except by special motion.***
13.	***Council to consider Christmas Family event*** ***Previous bid received from Community Group/Sportily for funding of £3800- has been withdrawn*** ***a) Subject to proposer, seconder and a vote, Council to consider funding from "event funding" budget (under s137 of the LGA 1972) be awarded to Sportily for funding up to £3800 as outlined in the previous bid***
14.	***Council agreed date of next meeting November 27th – at Imjin community Hall*** ***bench to be added to agenda – outside of Nightingale Court – proposed "NATO bench"***
15.	***Close of meeting***

Draft minutes

For the MEETING OF THE COUNCIL
HELD AT 6.30pm ON 8th October 2026
at the Community Hall Rookery Road, Innsworth

1.	***Welcome and introductions – by the Chairman***
2.	***Attendance recorded as*** **Parish Councillors, David Hale, Julie Evans Ploy Culley, Graham Bocking & Kevin Sherwood** *No members of the public attended*
3.	***Apologies for absence received & recorded from Parish Councillors*** **Rinita Dam, Dona Jiji John and Lel Tyrrell** Parish Councillor Rhiannon Evans did not attend Borough Councillor Rojina Pradhan Rai sent apologies Borough and County Councillor Hands did not attend
4.	***Council noted there were no Apologies for absences to be accepted in accordance with LGA 1972 s85 (eg 6-month rule)*** ***Council noted no dispensation requests have been received in writing by the Clerk prior to the agenda being prepared for the meeting***
5.	***Declaration of Interest for matters on the agenda were invited – none***
6.	***Minutes of the previous Parish Council Meeting held on 25th September 2026 were proposed, seconded and approved unanimously***
7.	***Council considered and approved actions following the RoSPA report of 25/9/26*** • **The protective surface under all Agility trim trail must be kept in good condition- noted** • **bear bin back part missing- price for 3 replacement "street bins" required** • **Carousel – Bowl – rocking – not part of maintenance contract 9.26 – replacement design for accessibility – quote for bearings repair/replacement** • **Multi play work not yet completed -waiting parts** • **ROSPA reports – available for 14,15,17,18,19,20,21,26- noted**
8.	***Council considered and approved actions following the updated Risk Assessment report of October 2026*** • **Change to park warden role – weekly report rather than monthly- agreed** • **Age ranges to be identified as signage installed-agreed** • **Chain link fence wiring broken in places -cfwd to next meeting** • **Black cable from private residence- Council agreed to ask park warden to push back through** • **Brown bin license- clerk find price for commercial collection "smiths"** • **Compound security – cfwd next meeting pending information from training course** • **changing noticeboard and signage for contact details** • **Council to agree repair/replacement of litter bins – see ROSPA decision** • **Replacement of equipment- carousel bowl- See ROSPA- decision** • **Replacement of MUGA surface- See ROSPA report-no further action required** • ***Park warden report noted***
9.	***Council considered memorial to Park Volunteer*** ***Risk assessment – metal design with plaque, fixed into ground, location to be agreed*** ***Council agreed in principle – Clerk to provide designs, prices and fixing costs for next meeting -***
10.	***Council considered bid for Christmas Family event*** ***Bid received from Sportily/Community Group for funding of £3800- stating " organised by Sportily and the Community" and signed off by "Sportily and Innsworth Community Volunteers" Email bid had been circulated in full to all Councillors prior to the meeting*** ***The following was proposed, seconded and unanimously agreed*** ***a) Council agreed funding from "event funding" budget (under s137 of the LGA 1972) be awarded to Sportily/Community Group for funding up to £3800***

	b) No Council involvement in planning/organising due to the decision-making logistics of the PC ***c) It was agreed that Councillors may volunteer as members of the public***
11.	***Council agreed to amend its Media, Communication and Complaints regarding social media posts- with one standard post link to website –*** ***Comments to be closed*** ***emergency posts will be administered by Cllr Ploy***
12.	***Council considered and approved actions on Defibrillator (2016) and Defibrillator (2025)*** ***2016 Defibrillator now in storage -pending Council identifying future placement-cfwd*** **2025 Defibrillator – Council agreed Host agreement as attached** • **Exact location identified by Cllr Sherwood and Cllr Hale who will inform Clerk** • **Inspection regime required monthly on Circuit – Cllr Sherwood** • **Signage on site agreed as on cabinet** • **Contractor to meet with Bromford requirements- Clerk to check Bromford requirements** • ***Risk assessment completed with a Bromford Senior Health & safety advisor and PC delegation – Cllr J Evans*** • **Identify person responsible for changing batteries/pads, repairs etc- Cllr Sherwood**
13.	***Council invited public participation in accordance with standing orders-no members of the public attended*** ***Public session closed at 19.23***
14.	***Council noted no reports from Borough and County Councillor Hands and Borough Councillor Rojina Pradhan Rai were received***
15.	***Under the Public bodies admission to meetings action 1960 and schedule 12A of the LGA 1972, Councillor Evans proposed, seconded by Cllr Sherwood and agreed unanimously for the Council to move into confidential business to discuss employment, legal and commercial sensitivity matters which may prejudice the Council's financial or bargaining position including*** • ***matters arising from confidential meeting minutes*** • ***Grass Cutting amendments to schedule 2 park area, proposed, seconded and agreed unanimously – new contract to include one hedgerow cut in Sept and one in March along with the 11 cuts of grass per year from 1st April to 31st October, up to all boundary fencing, around and under all objects with the cuttings being swept/blown away from pathways*** • ***Council agreed to cease all other grass cutting (schedule 1) from end of March 2027 – Clerk to give notice*** • ***Bus Cleaning contracts- Perspex is deemed not cleanable on bus shelter outside of technology park – price for next meeting – bus shelter contract to be discussed in new financial year***
16.	***Council agreed date of next meeting as November 27th – at Imjin community Hall bench to be added to agenda – outside of Nightingale Court – proposed "NATO bench"***
17.	***Close of meeting at 19.50***