

Parish Council Members are Summoned to the **Annual Meeting of the Parish Council**
on Monday 11th May 2020 at 7.30pm via Zoom video conference

Clerk/RFO: Gilly Lowe

Date: 5th May 2020

The meeting is being held under the terms of the following Statutory Instrument:

SI 2020/392 The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020

AGENDA

1. Election of Chairman
Waived – Chairman Cllr Andrew Wedmore continues in office.
2. Election of Vice Chairman
Waived – Vice Chairman Cllr Caroline Croft continues in office.
3. Declarations of Acceptance of Office
Not applicable.
4. Apologies for absence
5. Disclosures of interest
To receive any disclosure by Members of personal and disclosable pecuniary interests in matters on the agenda, the nature of any interest and whether the Member regards the personal interest as prejudicial under the terms of the Code of Conduct.
6. Additional agenda items
To consider such other items as the Chairman decides are urgent and due notice of which has been given to the Clerk by 12 Noon on the day preceding the meeting.
7. Adoption of minutes
To confirm the minutes of the ordinary meeting held on Monday 9th March 2020 as a true and correct record.

8. Standing Orders and Financial Regulations
 - 8.1 To note the date of the most recent review (November 2019) and confirm adoption of the Financial Regulations previously circulated by email.
9. To approve the Asset Register of Council Property & associated Risk Assessment previously circulated by email.
10. To consider the appointment of members to serve on external bodies
11. To confirm the dates and times of future meetings
 - 2020: July, September, November.
 - 2021: January, March, May (AGM).
12. To confirm the date of the Annual Assembly in 2021:
Monday April 2021
13. Open Forum
 - 13.1 To receive verbal reports on any matters to which RDC or ESCC councillors wish to speak
 - 13.2 To receive verbal representations on any agenda items to which members of the public wish to speak.
14. RFO Report and Governance
 - 14.1 Annual Governance and Accountability Return – postponed to July meeting after internal audit scheduled to take place on 15th June.
 - 14.2 RFO Report
 - 14.2.1 To receive the schedule of receipts and payments for the last month of the financial year
 - 14.2.2 To receive the bank reconciliation for the financial year ending 31st March 2020
 - 14.2.3 To receive the end of year accounting statement (Income & Expenditure) against budget
 - 14.2.4 To approve the following payments:
 - 14.2.4.1 Tree Warden, funding for black poplar planting, £151.67 (Retrospective)
 - 14.2.4.2 Donation to Bexhill Foodbank (Battle branch) £100 (Retrospective)
 - 14.2.4.3 ESALC subscription - £119.92
 - 14.2.4.4 Chairman's Expenses - £31.10
 - 14.2.4.5 Zurich Insurance - £257.60
 - 14.2.4.6 Churchyard mowing, Jon Avery - £360
 - 14.2.4.7 Amazon Web Services (monthly) - \$26.08

14.3 Governance

14.3.1 To appoint a councillor to stand in as RFO if ever the RFO is unavoidably detained.

14.3.2 To approve and adopt the Complaints Procedure previously circulated by email.

15. Community and Business Development

15.1 Broadband

15.2 Crime, anti-social behaviour & police relationships

15.3 Defibrillators

15.4 Footpaths & Bridleways

15.5 Highways, hedges & potholes

15.6 Phone Box

15.7 Refuse Collection

15.8 Signposts

15.9 Trees

15.10 Utilities

15.11 Village Hall

15.12 Website

15.13 Welcome Packs

16. Planning Matters

None

17. Highways Matters

17.1 Strengthening Local Relationships (SLR) – the next meeting scheduled for June is cancelled due to the coronavirus outbreak

18. Future Training Events

None

19. Correspondence

19.1 Rye Harbour Discovery Centre's request for a donation

20. Parish Councillors' Forum

20.1 Rother's Draft Environmental Strategy

21. Circulation Folder
No items

22. Information for Councillors / Future Agenda Items

23. Future Meetings

23.1 The next meeting of the parish council will be in Brightling Village Hall at 7.30pm.

23.2 The following are the remaining dates for council meetings in the current council year (subject to confirmation of agenda items 11. and 12. above) :

2020:

July, September, November.

2021:

January, March, (5th April Annual Assembly), May (AGM)