

Parish Council Members are Summoned to an Ordinary Meeting of the Parish Council  
to be held on Wednesday 8th July 2020 at 7.30 p.m.via Zoom video conference

Clerk/RFO: Gilly Lowe

Date: 1st July 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*

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## A G E N D A

1. Apologies for absence
2. 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.
3. 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.
4. Adoption of minutes  
To confirm the minutes of the ordinary meeting held on Monday 11th May 2020 as a true and correct record.
5. Open Forum
  - 5.1 To receive verbal reports on any matters to which RDC or ESCC councillors wish to speak
  - 5.2 To receive verbal representations on any agenda items to which members of the public wish to speak.
6. Development site at Netherfield
7. Finance and Governance
  - 7.1 Annual Governance and Accountability Return
    - 7.1.1 To review the internal systems of control and subject to the members agreement, to approve the Annual Governance Statement (by resolution),
    - 7.1.2 To approve the accounting statement (by resolution) and witness the signing thereof,
    - 7.1.3 To certify that the parish council continues to meet the criteria to submit a Certificate of Exemption to the internal auditor.
  - 7.2 RFO report

7.2.1 To report on the internal auditor's report (previously circulated by email)

7.2.2 To receive the bank reconciliation to 30<sup>th</sup> June 2020

7.2.3 To receive the income and expenditure report for the first quarter against budget

7.3 Receipts and payments

7.3.1 To approve the schedule of receipts and payments for the months of May and June 2020.

7.3.2 To approve the following payments:

7.3.2.1 Invoice for the internal audit – Keith Robertson - £136

7.3.2.2 Akismet invoice for spam protection - £22.50 (retrospectively paid on credit card)

7.3.2.3 To confirm the salary of the clerk for the next 12 months – *NALC has not issued the Pay Award scale for the current financial year, so there is no change to the current pay for salary point 7 in scale LC1 - £18,870 pa equating to £10.16 p/hr for 30 hours per month.*

7.4 Governance

7.4.1 To receive an updated Register of Members' Interests from Cllr Wrenn

**8. Grass cutting programme**

**9. Community and Business Development**

9.1 Broadband - *Cllr Wedmore*

9.2 Crime, anti-social behaviour, police relationships - *Cllr Croft*

9.3 Defibrillators - *Cllr Croft*

9.4 Footpaths and Bridleways - *Cllr Lambert-Gorwyn*

9.5 Highways, Hedges & Potholes - *Cllr Petty (also to report on recent SLR meeting)*

9.6 Phone Box - *Cllr Oxenford*

9.7 Trees - *Cllr Lambert-Gorwyn*

9.8 Utilities - *Cllr Lambert-Gorwyn*

9.9 Refuse Collection - *Cllr Croft*

9.10 Village Hall - *Cllr Oxenford*

9.11 Website - *Cllr Wedmore*

9.12 Welcome Packs - *Cllr Oxenford*

**10. Planning Matters**

10.1 RR/2020/1055/P and RR/2020/1056/L  
Becket House, Brightling

## Re-building of wall

### 11. Training

No current proposals

### 12. Correspondence

12.1 Email from Tom Miles, UK Power Networks (previously circulated by email to councillors)

12.2 New model code of conduct consultation (previously circulated by email to councillors)

### 13. Parish Councillors' Forum

13.1 Emergency Plan update

13.2 Rother's Empty Homes Consultation (previously circulated by email to councillors)

### 14. Information for Councillors / Future Agenda Items

None

### 15. Future Meetings

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

15.2 The following are the remaining dates for council meetings in the current council year:

2020: 9th September, 11th November

2021: 13th January, 10th March, (14th April Annual Assembly), 12th May (AGM)