

WEST ALVINGTON PARISH COUNCIL

NOTICE OF THE NEXT MEETING

Venue:	Virtual meeting via Zoom
Date:	Thursday 23 rd July 2020
Time:	7.00pm

Councillors, I hereby give you notice that the **Meeting of the Parish Council** will be held at the venue, date and time above. All Members of the Council are summoned to attend for the purposes of determining and resolving upon the business to be transacted as set out below.

Dated this 17th July 2020

To: All Members of the Council

cc: District Cllrs Judy Pearce & Mark Long, County Cllr Rufus Gilbert

BUSINESS TO BE TRANSACTED

1. **WELCOME & APOLOGIES**
2. **DECLARATIONS OF INTEREST**
3. **ELECTION OF CHAIRMAN**
4. **GOVERNANCE:**
 - a) Provide Acceptance of Office and Register of Interests Forms
 - b) Reconfirm Clerk as Responsible Financial Officer & approve SHDC PAYE facility
 - c) Approve Policies and Procedures
 - d) Approve Bank Signatory Changes
 - e) Internal & External Audit Information and Proposed Actions including Year End Accounts.
 - f) Review Precept Proposals
 - g) Co-option regarding the five vacancies
 - h) Councillor Training
 - i) Information Commissioners Office - Membership.
5. **CLERKS REPORT:** Work required to bring the council up to date.
6. **PLANNING, ENFORCEMENT & NEIGHBOURHOOD DEVELOPMENT PLAN –**
List of applications & decisions/SHDC -
 - a) 1770/20/FUL Readvertisement General Purpose Ag Building on land associated with Lower Mill Park
 - b) 1410/20/VAR 2 Myrtle Court, Variation of condition 4 to remove wall and create a turning bay.
 - c) 0848/20/FUL Gerston Point, change of land use (resubmission of 0042/19/FUL)(Enforcement & Neighbourhood Development Plan delayed until September 2020).
7. **BUSINESS TO BE DISCUSSED -**
 - a) Insurance Renewal
 - b) Defibrillator Installation & Monthly Checks
 - c) School Fencing
 - d) P3 Negotiation
 - e) Parish Grass/hedge Cutting Tender
8. **CORRESPONDENCE & PARISHIONERS OPEN FORUM** (allocated time not longer than 15 minutes, a member of the public shall not speak for more than 2 minutes as per Standing Orders)
9. **FINANCE Receipts & Payments –**
Month 4
Accounts to pay – SHDC Payroll Service September 2019 – February 2020 £60, DALC Subscription £131.01, ICO First Payment £35, July Clerk Salary & HMRC £210, SHDC Election Recharge £82.62, DALC Clerks Essentials Course £66
10. **NEXT MEETING** - The next Parish Council meeting is on 27th August 2020, 7.00pm, Zoom.

Signed: *Katharine Harrod*
Clerk to West Alvington Parish Council

Contacts: Chairman: Cllr Gilly Rossetti, tel: 01548 852389,
Clerk: (Mrs) Katharine Harrod, tel: 07704 941150

Scheduled Zoom meeting CONNECTION INFORMATION:

Topic: West Alvington Parish Council

Time: Jul 23, 2020 07:00 PM London

Join Zoom Meeting

<https://us02web.zoom.us/j/86876808525>

Meeting ID: 868 7680 8525

One tap mobile

+442030512874,,86876808525# United Kingdom

Dial by your location

+44 203 051 2874 United Kingdom

Meeting ID: 868 7680 8525

Find your local number: <https://us02web.zoom.us/j/86876808525>

Notes and Tips

1. You do not need to subscribe to Zoom in order to participate in the meeting, just follow the link provided. Ensure you note the meeting id. NO PASSWORD IS REQUIRED.
2. It works best if you can join via a computer or laptop with a camera, as it will enable you to make use of all features easily. You can also participate using your smartphone or tablet by downloading the Zoom app if a computer is not possible, but it may be a little trickier to participate.
3. You will be asked to provide a name when you join, please provide this information. If you do not do this, we may not know who you are and may not let you into the meeting.
4. We suggest you attempt to join a couple of minutes before the meeting is due to start, you will be held in an online 'waiting area' until we start the meeting.
5. You should be prompted to test your audio when entering the meeting. Please do this to ensure you can hear and be heard.
6. You will find yourself muted when you enter the meeting. Parishioners will remain muted unless invited to speak, if you wish to speak in Open Forum you will be asked to raise your hand to identify this. This is to avoid background noise with the number of participants taking part.
7. Please, turn your video on – not only would it be lovely to see you, but it really helps you to feel engaged and participate in the meeting easily.
8. If for any reason you think you may be late joining, or need to leave and come back, please contact the clerk via malboroughparishclerk@gmail.com or alert us via the chat feature.