

Cliffsend Parish Council

Locum Clerk to the Council: Mr Roy Wade, Apartment 3, 85 Sea Road, Westgate on Sea Kent
CT8 8QG

Cliffsend Parish Council Meeting Thursday 13th June 2019

Sir or Madam,

You are hereby summoned to attend the Parish Council meeting on Thursday 13th June 2019 at 7.30pm, at the Village Hall, Foads Lane, Cliffsend, for the purpose of considering and passing such Resolution or Resolutions as may be deemed necessary or desirable with respect to the matters mentioned in the attached Agenda.

Roy Wade

Locum Clerk to the Council

Note: residents and members of the public are cordially invited to attend the meeting of the Council.

Agenda

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| 34/19-20 | <u>Welcome and apologies for absence</u> |
| 35/19-20 | <u>Declarations of Interest</u> |
| 36/19-20 | <u>Appointment of a Vice-Chairman, Paper Ballot</u> |
| 37/19-20 | <u>Adoption of the minutes of 21st May 2019 as being a true record</u>

Minutes unavailable due to Clerk sickness. Advice sought from KALC, Minutes to be approved at the next opportunity. |
| 38/19-20 | <u>Matters arising from the above minutes</u>

Update to be given regarding Public Questions in last meeting |
| 39/19-20 | <u>Financial Matters</u>
(i) Bank account signatories:
a. approval of temporary arrangement whereby new Council approves payments to be made and permits the cheques to be signed by two of the existing authorised signatories, using the re-elected Councillor first and unelected Councillors second.
b. appoint a new signatory list from the elected Councillors
c. all nominated signatories – including existing one – to complete the Bank form before passage of the following Resolutions
d. Resolutions required by the Bank to be passed:
'We set out overleaf a list of all authorised persons, together with specimen signatures and certify that the following Resolutions were passed at a meeting of the full Council of Cliffsend Parish Council held on 21.05.2019 and have been entered in the minute book. |

5.1 That a bank account or accounts be opened/continued and the Bank is authorised to act on any Instructions provided they have been given by those persons named in the Specimen Signature section (or authorised by such persons in accordance with the applicable authorisation requirement(s)) as follows:

Any one listed person solely or any two listed persons together or Other.

5.2 That any debt incurred to the Bank under this mandate shall, in the absence of written agreement by the Bank to the contrary, be repayable on demand.

5.3 That the Secretary is authorised to supply the Bank, as and when necessary, with lists of all persons who are authorised to give instructions on behalf of the Society/Club/Association, and that the Bank may rely on such lists.

5.4 That the Society/Club/Association accepts the account(s) and banking relationship with the Bank will be governed by and subject to the Business Banking Terms and Conditions (a copy of which has been provided) as amended from time to time, together with any terms and conditions in respect of specific products and services requested by the Society/Club/Association.

5.5. That these Resolutions be communicated to the bank and remain in force until cancelled by notice in writing to the Bank, signed by the Chairperson or Secretary from time to time acting or claiming to act on behalf of the Society/Club/Association, and the Bank shall be entitled to act on such notice whether the resolutions have been validly cancelled or not.

Signed by Chairperson and Secretary

(ii) Payments schedule – to authorise items of expenditure since the last meeting

40/19-20

Appointment of working parties and membership

- Road Safety Working Party **Cllr Cable**
- Training and Development Working Party **Cllr Cable**

41/19-20

Working Party & Councillor Reports

- County Councillors- **Cllr Messenger & Constantine**
- District Councillors- **Cllr Stevens & Rogers**
- Community Warden/PCSO-
- Finances Report **Cllr Rogers**
- Meadow Report- **Cllr Lyons**

- Emergency Planning and Resilience- **Cllr Hellyer**
- Council Membership (KALC,NALC,SLCC,TAG,TRRG) - **Cllr Cable**

- Planning Working Party (other than general planning applications) **Cllr Galvin**

Children's Park Lease

- 42/19-20 Planning applications- Cllr Galvin
- F/TH/19/0719 18 Cliffview Road
 - F/TH/19/0600 Stock Car race track Ebbsfleet Lane
- 43/19-20 Public Questions – no decisions made
- 44/19-20 Current Topics
- Grounds Maintenance Officer- **Cllr Cable**
- SOP/Brief required /Green waste licence application
 - PC Mission Statements- **Cllr Cable**
 - Short/Long term goals
 - Online Village survey- Community engagement
 - Use of technology including social media
 - What does our community really want?
 - Cliffsend in Bloom- **Cllr Cable**
 - Bench project/Southern Water grant **Cllr Hellyer**
 - Events planning- Halloween & Christmas **Cllr Cable**
 - Notice boards
 - Parish Council website webmaster- **Cllr Chapman**
 - Councillor photo's- **Cllr Cable**
 - Lord of the Manor Traffic Lights issue **Cllr Chapman**
 - Village Maintenance **Cllr Cable**
- 45/19-20 Clerk's Reports – the Clerk to report on any matters that may have arisen since the despatch of this Agenda.
- Defibrillator maintenance- “Transfer of Responsibility” document required from Parish Council to Village Hall Committee- **Cllr Hellyer**
 - Cyber Attack Insurance
- 46/19-20 Correspondence received – the Clerk to report upon any correspondence received since the despatch of this Agenda.
- Weekly correspondence email to be sent out to Councillors (SOP required) **Cllr Cable**
- 47/19-20 Any other business –
- Tea/Coffee before meetings **Cllr Cable**
 - Community Award **Cllr Cable**