

# Cliffsend Parish Council

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The Village Hall, Foads Lane, Cliffsend, CT12 5JH  
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website: <https://www.hugofox.com/community/-15862/home/>



Cliffsend Parish Council Meeting  
Tuesday 21<sup>st</sup> July 2020

Sir or Madam,

You are hereby summoned to attend the Parish Council meeting on Tuesday 21<sup>st</sup> July 2020 at 7.30pm via Zoom, 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 agenda.

Alison Willoughby-Browne  
Clerk

**Note residents and members of the public are cordially invited to submit any questions to the Clerk prior to the meeting; these will be addressed at the meeting and responded to as soon as possible.**

## Agenda

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|----------|---|
| 23/20-21 | <b><u>Welcome and apologies for absence</u></b>   |
| 24/20-21 | <b><u>Declarations of interest</u></b>  |
| 25/20-21 | <b><u>Adoption of the minutes of 18<sup>th</sup> June 2020 as being a true record</u></b> |
| 26/20-21 | <b><u>Matters arising from the above minutes</u></b>                                      |
| 27/20-21 | <b><u>Working Party &amp; Councillor Reports</u></b>                                      |
- County Cllr
  - District Cllr
  - Finance
  - Meadow and Open Spaces
  - Highways Group

**28/20-21**

**Financial Matters**

Internal Audit/External Audit:

- i) To review the effectiveness of the system of Internal Control; Councillors are asked to review the Statement of Internal Control in support of the Annual Governance Statement.
- ii) To complete and approve Section 1 - the Annual Governance Statement, to approve Section 2 - Accounting Statements and the Certificate of Exemption - AGAR 2019/20 Part 2
- iii) To approve the Explanation of Variances
- iv) Confirmation of the commencement date for the exercise of public rights.

Payment Schedule - to authorise items of expenditure since the last meeting  
RESOLVED: that the following be approved for payment

**July Payments**

Payee	Description	Invoice No	Method	VAT	Excl VAT	Total
Countrywide	Meadow Maintenance	124262	Transfer	43.32	216.60	259.92
Clerk	July Salary	-	Transfer	-	409.50	409.50
Clerk	Zoom Subscription	30003376	Transfer	19.18	95.92	115.10
KALC	Annual Subscription	7772	Transfer	115.04	575.18	690.22
<b>Total for Month</b>				<b>177.54</b>	<b>1297.20</b>	<b>1474.74</b>

**29/20-21**

**Planning Applications**

F/TH/20/0621 Land East of 40 Canterbury Road West  
FH/TH/20/0826 1A Canterbury Road West

**30/20-21**

**Current Topics**

Ongoing review of Council procedures  
Update on Orbit Housing development/archaeological dig  
Sportsman Inn as a community asset  
Representative of Parish Council on Cliffsend Village Hall Committee  
Outreach Post Office Service

**31/20-21**

**Clerk's Reports**

The Clerk to report on any matters that may have arisen since the despatch of this agenda.

**32/20-21**

**Correspondence Received**

**33/20-21**

**Public Questions – no decisions made**

Next scheduled meeting – TBA