

Chiddingly Parish Council

www.chiddingly.gov.uk

Chairman

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15th July 2020

Members of Chiddingly Parish Council are summoned to a 'virtual' **Parish Council Meeting** to be held via 'Zoom' on **21st July 2020** commencing at 1930 hours.

The public have a right and are welcome to attend the online meeting, it will be held via Zoom conferencing, please follow the link below to join:

Meeting Link: <https://zoom.us/j/95147586933?pwd=QUUzV0xRMEtaY1NIRlpnSG03NVFzZz09>

Meeting ID: 951 4758 6933
Password: 380300

If any members of the public have a comment or query regarding the agenda if possible, please email the clerk prior to the meeting.

The agenda for this meeting is a reduced agenda due to the current situation and includes mandatory items together with items considered important to the parish. This meeting will be recorded for the use of the Clerk to produce the minutes of the meeting, the recording will be destroyed once the minutes are declared and signed as a true record.

Note to Public: The Parish Council will be discussing confidential employment matters. As such at the start of the meeting the Parish Council will propose and vote on a motion to exclude the Public from part of the meeting.

Signed: **Julie O'Donnell** Clerk to Chiddingly Parish Council.

AGENDA

1. Apologies and reasons for absence.
2. The Chairman will invite Councillors to declare any interest they may have in the following agenda items.
3. Minutes of 16th June 2020 Parish Council Meeting to be agreed and signed as a true record.

The meeting is then suspended for 10 minutes, if required, for the Public to express a view or ask a question about any item on the following agenda.

This meeting is being held under the provisions made on the 4 April 2020, when the government brought The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020 into force to allow local authorities to conduct meetings remotely.

4. Clerk and Councillor reports arising from the minutes 16th June 2020 not covered elsewhere in the agenda:
5. Council vote – motion to conduct Agenda item 16 as a closed session and exclude the public from attendance as confidential employment matters to be discussed.
6. Councillor Reports:
 - 6.1. Cllr Draper (WDC).
 - 6.2. Cllr Nick Bennett (ESCC)

7. Correspondence:

8. Financial Matters

Due to the current Covid 19 situation, the end of year audit was delayed. Until this process was completed, we were unable to provide RBS reports for the current financial year.

Until the financial year end procedures were completed, any payments for the new financial year could not be input to RBS, so there was a document of payments produced by the clerk, and not an RBS payment report.

The end of year audit has now taken place, so council need to approve the Bank reconciliations from April, May and June 2020.

- 8.1. To approve the Bank reconciliations for April, May & June 2020.
- 8.2. To approve and authorise accounts payable for June 2020 (as detailed on the payment list).
- 8.3. To acknowledge the RBS reports circulated by the Clerk – Summary Receipts and Payments and Cash and Investment Reconciliation for April, May, and June 2020.
9. NALC Code of conduct consultation – The Code of Conduct for members is currently being reviewed by Local Government Association. The proposed draft Code aims to be more effective, user friendly and easier to understand. NALC has invited all councils to respond to the consultation document. Council to consider the draft and comment if necessary.
10. Website update – To discuss the steps that local (parish and town) councils need to take to be compliant with accessibility regulations relating to public sector websites.
11. ICUK Contract/charges – to consider the clerks report and discuss any contract changes if required
12. Adult exercise equipment
13. Stream Mill Bridge update
14. To consider the purchase of a hand sanitiser for Jubilee Field
15. To approve the revised Finance Reserves policy
16. Update on Parish councillor vacancy – Consider extending the application timeframe due to the current situation.
17. Council vote – Confidential employment matters items to be discussed

There is no parish council meeting held in August