

NOTICE OF A MEETING OF CHURCHSTANTON PARISH COUNCIL

Clerk to the Parish Council: Julie Wardle, Robins Cottage, Upottery, Honiton, Devon, EX14 9PL
Telephone: 01823 299788 or Email: clerk@churchstantonpc.co.uk

A virtual meeting of Churchstanton Parish Council will be held on:

Wednesday 13th May, 2020 at 7.30pm

Please note that due to the current restrictions on meeting in person a virtual meeting will be held. Any members of the public wishing to raise an item in public participation time can contact the clerk on 01823 299788 or email clerk@churchstantonpc.co.uk before 7.15pm on Wednesday 13th May.

The first two items are not part of the formal meeting of the Council

7:30 – 8:00

- **Public participation Time** (15 mins / 3 mins per person)
- **Reports from:** County Councillor - John Thorne (5 mins)
District Councillor - Ross Henley (5 mins)
Questions for County & District Councillors from Parish Council / Members of the public (5 mins)

Agenda

1. To resolve to exclude members of the press or public. To agree any items to be dealt with after the press and public have been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted (Public bodies (Admission to Meetings Act) 1960 (1 min)
2. Apologies for absence (1 min)
3. Declarations of Interest (1 min)
4. Approval and sign off draft Minutes of the Parish Council meeting held on Wednesday 11th March, 2020 (3 mins)
5. Adoption of Virtual Meeting Protocol - (Clerk – 5 mins)
 - If required - Review Scheme of Delegation / Standing Orders in order to delegate powers
6. Covid-19 Response / Community Support – Update (all – 10 mins)
7. Annual Parish Meeting & Annual Parish Council Meeting - Postponed u.f.n. (Clerk to update – 3 mins)
8. Action Review Summary - (15 mins subject to prior email update/ 3 mins per item)
 - Defibrillator - Update on Telephone Kiosk & requirements for renovation & defibrillator (Clerk)
 - The Quarry (Cllr. Firth)
 - Neighbourhood Plan (Cllr. Humble)
 - Dog Bins (Clerk)
 - ACV's (Clerk)

9. Finance - (15 mins)

- **Balance of Accounts as at 30th April, 2020**

Current Account	£6803.08
Deposit Account	£19918.19
<u>Sub-total</u>	<u>£26721.27</u>
Uncleared Payments (April)	-£875.35
<u>Total</u>	<u>£25845.92</u>
Restricted Funds	£2885.08
Unrestricted Funds	£22960.84
<u>Total</u>	<u>£25845.92</u>
<u>April Income (included in figures above)</u>	
Precept 20/21 P1	£5042.00
<u>April Payments for approval (included in figures above)</u>	
Clerks Fees & Expenses (March 2020)	£213.04
Data Protection Fee	£40.00
BHPN Annual Subscription	£65.00
BHIB Councils Insurance	£597.31
Zoom Subscription (Annual)	£143.88
<u>May Payments for approval</u>	
Clerks Fees & Expenses (April 2020)	£123.70
<u>BALANCE Remaining</u>	<u>£25,722.22</u>

- End of Year accounts – for review and approval by Parish Council
- Internal Audit
- Annual Governance & Accountability Return 2019-2020
- Quarterly / End of Year budget review by parish councillor – **postponed u.f.n.**
- Churchstanton Community Fund – Applications received

10. Planning Applications (5 mins / 5 mins per application)

- Unauthorised development - Stapley

11. Local Plan – Response to Consultation (Cllr Pearson – 5 mins)

12. Highways - none

13. Newsletter/Leaflet production (Cllr. Pearson & Cllr. Humble – 5 mins) - update

14. Correspondence – emailed in advance (2 mins)

- Somerset Community Foundation Newsletter – Somerset Coronavirus Appeal
- Request for support from Marie Curie charity

15. Items of Future Business for the next Agenda - (2 mins)

- PPLO Update
- End of Covid Celebrations