

EXTRAORDINARY MEETING OF SOUTH PETHERWIN PARISH COUNCIL

Dear Chairman and Councillors,

You are requested to attend an Extraordinary meeting of South Petherwin Parish Council to be held on 10th June 2021 in the Village Hall at 7.00pm. The agenda for the meeting is shown below, please advise the Clerk if you are not able to attend.

All Parishioners are invited to attend the Meeting of the Parish Council with the following caveats:

- do not attend if you have suffered from any symptoms of COVID-19 in the last 14 days.
- you wear a mask for the duration of the meeting (you can remove your mask to speak).
- you sign the register on entry to the meeting (your details will be destroyed after 21 days).
- you sanitise your hands on entry and exit.
- you stay seated throughout the meeting in the seat allocated to you by the Council.
- you inform the Council if you wish to leave the meeting while it is in session to ensure social distancing is maintained.

A risk assessment can be found on the Parish Council pages of the Parish website.

Please note that recording of the meeting is permitted in accordance with Parish Council policies.

RMFrame

Rebecca Frame, Parish Clerk

Email: parishcouncil@southpetherwinpc.org

AGENDA for the Extraordinary Meeting of South Petherwin Parish to be held on the 10th June 2021 at 7.00pm in the Village Hall

- 1. Chairman's opening remarks.**
- 2. Representations from the Public** (15 minutes in total).
- 3. Apologies from Councillors'.**
- 4. Co-optio of Councillors.**
- 5. Councillors' declaration of interest.**
- 6. Minutes of the Parish Council meeting 1st June 2021, to be approved.**
- 7. Matters arising** from the minutes not appearing elsewhere on the agenda.
- 8. Planning**
 - a. Applications: None
 - b. Pre-applications: None
 - c. Decisions:
PA21/01172/PREAPP Closed - advice given. Barn At Trelinnoe. Mrs K Wills.
- 9. Highways & Footpaths Matters**
 - a. Trelinnoe Gardens/Close footpath adoption.
 - b. Speeding awareness campaign.
- 10. Current & ongoing business**
 - a. Toilets.
 - b. Noticeboards.
- 11. New business.**
 - a. New Code of Conduct.
 - b. Revised Standing Orders.
 - c. NALC Model Financial Regulations.
- 12. Finance**
 - a. Bank reconciliation Q4 – EOY accounts.
 - b. Audit.

c. Bank Statement		Actual at 10 th June 2021
Current Account		£ 14,285.42
Savings Account		<u>£ 21,102.83</u>
Total Balance		£ 35,388.25
d. Invoices due for payment – to be approved.		
Toilet and bus shelter cleaning contract		£56.00
ICO annual fee		£40.00
Noticeboard repair and hand towel dispenser fitting - Kemp's Home and Garden		
Maintenance (payable to Matthew Kemp)		£40.00
e. Credits received		
Saving account interest – HSBC (actual)		£0.17
HMRC – VAT rebate		£65.17

13. Correspondence

14. Urgent items

The next meeting will be held on 15th July at 7pm in the Village Hall.