

# SOUTH MILTON PARISH COUNCIL

## NOTICE OF THE NEXT MEETING

Venue:	Virtual Zoom Meeting
Date:	Monday 3 <sup>rd</sup> May 2021
Time:	6.00pm

Councillors, I hereby give you notice that the next **Meeting of the Parish Council** will be held via a virtual Zoom meeting at the date and time above. All Members of the Council are summoned to attend for the purposes of determining and resolving upon the business to be transacted as set out below.

Dated this 28<sup>th</sup> April 2021

To: All Members of the Council

cc: District Cllrs Judy Pearce & Mark Long, County Cllr Rufus Gilbert

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## THE ANNUAL GENERAL MEETING

### BUSINESS TO BE TRANSACTED

1. Welcome & Apologies
2. **ELECTION OF CHAIRMAN & CHAIRMAN ACCEPTANCE OF OFFICE**
3. **ELECTION OF VICE CHAIRMAN**
4. **APPOINTMENT OF COUNCILLORS TO COMMITTEES/LEAD ROLES** - Representatives on External Bodies - Agreement of Clerk's mandate of Responsible Financial Officer
5. **DECLARATIONS OF INTEREST**
6. **MINUTES OF PREVIOUS PARISH COUNCIL MEETING (22<sup>nd</sup> March 2021)**
7. **CLERKS REPORT:** Beach toilet refurbishment, Improved dog bin signage, Lane End hedge.
8. **PARISHIONERS OPEN FORUM** (allocated time not longer than 15 minutes, a member of the public shall not speak for more than 2 minutes as per Standing Orders)
  - **During the Public Open Forum:** Members of the public should note that the council is only allowed to take decisions on topics that are publicised on the agenda; items not on the agenda can be carried forward for a response at a later date.
  - **After the Public Open Forum:** Members of the public re asked to respect the fact that it is a meeting to conduct council business and participation during the remainder of the meeting is not permitted without the express consent of the Chairman.
9. **COUNTY COUNCILLORS REPORT & HIGHWAYS:** Report from Cllr Gilbert
10. **DISTRICT COUNCILLORS REPORT:** Report from Cllrs Pearce & Long
11. **PLANNING & ENFORCEMENT –**
  - 1099/21/FUL, New Dwelling adjacent to Manor Cottage
  - 0839/21/LBC & 0838/21/HHO, Trutes Court, garage conversion to accommodation
  - 1253/21/FUL, Wakeham Farm, retrospective application and addition of two underground LPG tanks
12. **BUSINESS TO BE DISCUSSED -**
  - a) Wakeham Update.
13. **FINANCE & GOVERNANCE Receipts & Payments –** Year end plus months 1 & 2
  - Accounts to pay –** Clerks Salary including HMRC £245.30, SLCC £27.75 , DALC Subscription £89.22, names.co.uk website domain renewal £15.99, Jeremy Bell Cemetery Maintenance £72, Alison Marshall Internal Audit £100, SHDC Payroll Services £120.
  - Governance –** Next Meeting Date & Delegated Authority, Internal & External Audit including approval of Exemption Certificate and Annual Governance & Accountability Sections 1 & 2, Review of Policies, HSBC online banking.
14. **NEXT MEETING** - The next Parish Council meeting is on Monday 28<sup>th</sup> June, 7.30pm, Location to be confirmed  
**NB: Planning applications received after the agenda publication may be considered at the meeting and recommendations ratified at the subsequent meeting.**

Signed: *Katharine Harrod* Clerk to South Milton Parish Council

Contacts: Chairman: Cllr Marion Brice, tel: 01548 560454, [marionbrice41@btinternet.com](mailto:marionbrice41@btinternet.com)  
Clerk: (Mrs) Katharine Harrod, tel: 07704 941150, [south.milton@gmail.com](mailto:south.milton@gmail.com)

## Scheduled Zoom meeting CONNECTION INFORMATION:

Topic: SMPC May 2021 Meeting  
Time: May 3, 2021 06:00 PM London

Join Zoom Meeting  
<https://us02web.zoom.us/j/83827253385>

Meeting ID: 838 2725 3385

### **Notes and Tips**

1. You do not need to subscribe to Zoom in order to participate in the meeting, just follow the link provided. Ensure you note the meeting id.
2. It works best if you can join via a computer or laptop with a camera, as it will enable you to make use of all features easily. You can also participate using your smartphone or tablet by downloading the Zoom app if a computer is not possible, but it may be a little trickier to participate.
3. You will be asked to provide a name when you join, please provide this information. If you do not do this, we may not know who you are and will not let you into the meeting.
4. We suggest you attempt to join a couple of minutes before the meeting is due to start, you will be held in an online 'waiting area' until we start the meeting.
5. You should be prompted to test your audio when entering the meeting. Please do this to ensure you can hear and be heard.
6. You will find yourself muted when you enter the meeting. Everyone will remain muted until invited to speak, if you wish to speak in Open Forum you will be asked to raise your hand to identify this. This is to avoid speaking over other attendees and to reduce background noise with the number of participants taking part.
7. Please, if you can, turn your video on – not only would it be lovely to see you, but it really helps you to feel engaged and participate in the meeting easily.
8. If for any reason you think you may be late joining, or need to leave and come back, please contact the clerk via [south.milton@gmail.com](mailto:south.milton@gmail.com) or text message to 07704 941150 or alert us via the chat feature.

*Contacts: Chairman: Cllr Marion Brice, tel: 01548 560454, [marionbrice41@btinternet.com](mailto:marionbrice41@btinternet.com)  
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