

SOUTH MILTON PARISH COUNCIL

NOTICE OF THE NEXT MEETING

Venue:	Virtual Zoom Meeting
Date:	Monday 28 th September 2020
Time:	7.30pm

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 23rd September 2020

To: All Members of the Council

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

BUSINESS TO BE TRANSACTED

1. Welcome & Apologies:
2. **DECLARATIONS OF INTEREST**
3. **MINUTES OF PREVIOUS PARISH COUNCIL MEETING** (27th July 2020)
4. **CLERKS REPORT:** Website Review and compliance, Audit Documents added to website.
5. **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)
6. **COUNTY COUNCILLORS REPORT & HIGHWAYS:** Report from Cllr Gilbert.
7. **DISTRICT COUNCILLORS REPORT:** Report from Cllrs Pearce & Long, New Waste Collection Service
8. **PLANNING & ENFORCEMENT –**
PLANNING & ISSUES FOR DISCUSSION:
 - o **2731/20/FUL** Land adjacent to Manor Cottage, New 3-bedroom detached dwelling
9. **BUSINESS TO BE DISCUSSED -**
 - a) Broadband connection update from Village Hall Committee.
 - b) Remembrance Wreath – Proposal to purchase a Remembrance Wreath.
 - c) Minute Books – Joint Proposal to scan and upload all minutes online.
10. **FINANCE & GOVERNANCE Receipts & Payments – Month 6**
Accounts to pay – Clerks Salary including HMRC £230.53, DALC Good Cllr Guide £4.89
Governance –
 - a) Hybrid Meetings of South Milton Parish Council.
 - b) Councillor Emails
 - c) Councillor Responsibilities
 - d) Information Commissioners Subscription
 - e) Society of Local Council Clerks Subscription
 - f) Bank Signatories
 - g) Review of Governance/Policies – Code of Conduct, Financial Regulation, Risk Management, 10 NALC9e Handling Complaints.
 - h) Confirmation of Monthly Defibrillator Check & Report
11. **NEXT MEETING** - The next Parish Council meeting is on Monday 26th October, 7.30pm, Zoom

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

Scheduled Zoom meeting CONNECTION INFORMATION:

Topic: South Milton Parish Council September Meeting

Time: Sep 28, 2020 07:30 PM London

Join Zoom Meeting

<https://us02web.zoom.us/j/85837042088>

Meeting ID: 858 3704 2088

One tap mobile

+442030512874,,85837042088# United Kingdom

Dial by your location

+44 203 051 2874 United Kingdom

Meeting ID: 858 3704 2088

Find your local number: <https://us02web.zoom.us/u/keCxis4qUp>

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 or text message to 07704 941150 or alert us via the chat feature.

Contacts: Chairman: Cllr Marion Brice, tel: 01548 560454, marionbrice41@btinternet.com

Clerk: (Mrs) Katharine Harrod, tel: 07704 941150, south.milton@gmail.com