Monthly meeting of Sharlston Parish Council to be held on Monday 5th October 2020 at 6.30 pm

Please note that due to the continuing social distancing measures in place as a result of the Covid-19 virus, this meeting will be taking place **virtually**. We will retain the public part of the meeting between 6.30 and 7.00 pm and any member of the public wishing to address the Council can join the meeting using this link;

Join Zoom Meeting
https://us02web.zoom.us/j/88178550563?pwd=b2t1VDY1TWZyenl6ZGhac3pKWDdhQT09

Meeting ID: 881 7855 0563
Passcode: 778979

Alternatively, questions may be submitted to the Clerk up until **12 noon on Monday, 5th October** for consideration at the meeting.

The quorum of this meeting is the lesser of 1/3 of members entitled to vote or 3 members

AGENDA

1	**Apologies for Absence**	• To receive apologies and approve reasons for absence
2	**Declarations of Personal Interests**	• To receive any declarations of interest not already declared under the Council's code of conduct or members Register of Disclosable Pecuniary Interests • To receive, consider and decide upon any applications for dispensation
3	**Minutes of the Previous Meeting**	• To confirm the minutes of the Meeting held on Monday, 7th September 2020 as a true and correct record
4	**Progress Report**	• To receive reports on items in the minutes of the previous meeting (Note: for information only)

5	**Ongoing Projects**	• To note updates and agree next steps on the following projects;
		  • Rugby Club Lease & Car-Park Extension
		  • Community Centre / Church Lease

6	**Reports from Committees**	• Allotments
		  - To receive a report from the inspection / meeting held on 28th September
		  - To receive a draft Allotments Policy and consider this for approval
		• Highways
		  - To receive a report from a Highways Walk which took place on 25th September and a meeting which took place on 29th September and consider the approval of related actions
		• Finance
		  - To receive a report from a meeting which took place on 5th October

7	**Training Update**	To receive a report on training completed since the last meeting / note forthcoming opportunities
8	**Items Requested by Councillors / Annual Schedule**	• To consider approval of a draft Complaints Policy for Sharlston Parish Council • To consider approval of draft inspection checklists for all Parish Council property and assets and agree dates for inspections to take place • To consider retrospective approval of an Accessibility Statement for the Parish Council's website • To consider and agree a quote for bunding of The Green • To consider approval of a Dispensation Request Form • To consider approval of a Planning Register • To consider approval of a Transparency Code Compliance Checklist
9	**Events**	• To consider and agree a rearranged event in place of the VE Day Hog Roast • To note arrangements for annual bulb planting in October 2020 • To agree arrangements for the marking of Remembrance Day 2020 / Royal British Legion Support • To agree arrangements for Christmas 2020 and agree any further action necessary
10	**Planning Applications**	• To consider and decide upon planning applications as detailed in **Appendix A**
11	**Planning Decisions**	• To receive Decision Notices as listed in **Appendix B**
12	**Correspondence**	• To consider correspondence received since the last meeting and decide action where necessary
13	**Attendance at Meetings**	• To consider any forthcoming meetings and agree attendance - YLCA Branch Meeting - 15th October 2020 – to agree a new Representative
14	**Future Agenda Items**	• To notify the Clerk of matters for inclusion on the agenda of the next meeting (please note that any motions for consideration are to be received 7 days in advance of the agenda being circulated)
15	**Financial Matters**	• To approve the accounts listed in **Appendix C** for payment and / or note payments previously authorised • To note return of External Accounts and agree related actions • To receive and note Half Year Accounts 2020/21
16	**Date & Time of next meeting**	• To confirm the date & location of the next meeting.

Signed by: ……..

Clerk to the Council