Monthly meeting of Sharlston Parish Council to be held on Monday 1st March 2021 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/83275208797?pwd=dE40S2VUcXd1UEFEeU9LWmF6U3d6Zz09

Meeting ID: 832 7520 8797
Passcode: 529134

Alternatively, questions may be submitted to the Clerk up until **12 noon on Monday, 1st March** for consideration at the meeting.

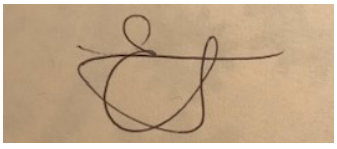
The quorum of this meeting is the lesser of 1/3 of members entitled to vote or 3 members

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, 1st February 2021 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;
		  • Community Centre / Church Lease
		  • Rugby Club – CCTV Update & Inspection of Grounds

6	**Reports from Committees**	• Highways Committee – to note actions from meeting held on 24th February and make any decisions necessary • Parish Plan Group - to note actions from meeting held on 10th February and make any decisions necessary • Christmas Arrangements - to note actions from meeting held on 22nd February and make any decisions necessary • To agree date for Finance Committee meeting • To request annual report from Community Centre Management Committee
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 receive and agree Co-option & Induction Materials • To receive and agree annual policy checklist
9	**Events**	• To consider any forthcoming events and agree representation at these if appropriate.
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
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 receive a bank reconciliation and budget comparison to 28 February 2021
16	**Date & Time of next meeting**	• To receive and confirm dates of next meeting: Monday, 12th April 2021 at 6.30 pm

Signed by:  Emma King (Clerk to the Council)

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APPENDIX A - PLANNING APPLICATIONS

Application no.	*Location*	*Details*	*21 Day expiry / Target date*

APPENDIX B - DECISION NOTICES

Application no.	*Location*	*Details*	*Decision*

APPENDIX C – ACCOUNTS

Payments Requiring Authorisation

Supplier	**Details**	**Amount/Type**
Viking UK	Envelopes / Personnel Folders	£38.23 Card
Gritbins UK	Replacement Grit Bins	£208.06 Card
Ironwrx	Deposit for replacement railings at Rugby Club	£295.00 bank transfer
Londis	Stamps	£7.92 card
Pure Planet Recycling	Disposal of photocopier	£96.00 bank transfer
Express Signs	New Nature board	£111.44 cheque

Payments Previously Authorised and to Note

Supplier	**Details**	**Amount/Type**
Emma King	Salary	
Zoe Kozlowski	Salary	
O2	Clerk's Mobile Phone	£ TBC
Zoom	Monthly subscription	£14.39 dd