

Mellis Parish Council

NOTICE OF MEETING

Members are duly summoned to attend the next remote meeting of the Council to be held on Tuesday 8 September 2020 via Zoom at 7.00pm at which time members of the public are cordially invited to attend

Due to the ongoing Covid 19 pandemic and new government instructions concerning public meetings and social distancing, the Council will not meet in public until further notice. Both the National Association of Local Councils (NALC) and the Society of Local Council Clerks (SLCC) are asking local councils to stop holding any physical meetings during this time. This includes full council meetings, committee/sub-group meetings and the annual parish meeting. As a result, future meetings will be held remotely only for urgent issues and the meeting's agenda will therefore be kept to the minimum necessary, with emphasis on maintaining financial oversight and authorising and making payments. The Council's annual meeting will take place when physical council meetings resume.

Members of the public who are interested in attending the Council's remote meetings should email the Parish Clerk at mellisparishcouncil@gmail.com who will then share the necessary Zoom-hosted video conference meeting link on the day of the meeting. As an alternative, councillors and members of the public will also be advised how to phone in to the meeting to listen and contribute in the usual way.

AGENDA

1. Apologies and Approval of Absences

- (a) Consideration of Routine Apologies and Approval of Absences
- (b) Confirmation of the Resignations of Cllr Cunningham and Cllr Wilby
- (c) Consideration of the Governance of Apologies, Reporting & Approval of Absences

2. Declarations of Interests by Members & Requests for Dispensation

3. Approval of Minutes of the Previous Meeting on 14 July 2020

4. Reports by the District Councillor and County Councillor

The District Councillor and County Councillor are invited to attend to respond to any questions raised by attendees and arising from a review of their reports received in advance of the meeting.

5. Contributions by Members of the Public

Members of the public are invited to comment on any agenda item or any other matter concerning them and/or the parish with further comment during the remainder of the meeting only being allowed at the Chair's discretion. A maximum of five minutes is allowed per person (SO 3g) but is subject to a maximum of 10 minutes for this item (SO 3f).

6. Finance

- (a) Confirmation of Barclays Bank Account Balance (£21,162.27) (24 July 2020)
- (b) Review of (i) Receipts & Budget (ii) Payments & Budget (24 July 2020)
- (c) Review & Approval of the Council's Bank Reconciliation (24 July 2020)
- (d) Review & Approval of the Internal Audit Recommendations Action Plan (2019/20)
- (e) Approval of Amount & Legal Power for St Mary's Church Churchyard Maintenance Payment
- (f) Review & Approval of Annual Insurance Cover Renewal & Fidelity Guarantee Cover
- (g) Consideration & Approval of a Payment for Annual Remembrance Sunday Wreath
- (h) Review & Authorisation of Payments Presented and Signing of Cheques by Signatories

7. Governance

- (a) Confirmation of Newsteads Land Pre-Application MPC Name Amendment and Consideration of Traffic Survey & Planning Application Development Updates
- (b) Consideration of Village Sign & Brickwork Remedial Work Quotation Update
- (c) Consideration of the Pub's Availability as a Future Council Meeting Venue Update
- (d) Consideration of the Council's Future Division of the Parish Clerk/RFO Roles
- (e) Consideration of the Casual Vacancies Notice & Future Councillor Co-Options
- (f) Consideration of the Presence of Rubbish in the Memorial Hall Car Park

8. Highways

- (a) Consideration of SCC Through the Village Traffic Flow Data Update
- (b) Consideration of the Parking of Vehicles Near the Railway Line

9. Consultations

- (a) Consideration of MSDC Housing Land Consultation Response (14 September 2020)
- (b) Consideration of MSDC Licensing Policy Consultation Response (16 September 2020)
- (c) Consideration of NALC Planning System Consultation Response (17 September 2020)
- (d) Consideration of NALC Planning for Future Consultation Response (15 October 2020)
- (e) Consideration of NALC Transparency Consultation Response (16 October 2020)

10. Contributions by Members of the Public

11. Matters for Future Consideration

12. Public Bodies (Admissions to Meetings) Act 1960

- (a) Consideration of Confidential Employment Matters excluding the Press and Public

13. Dates of the Next Meetings

- (a) 10 November 2020 (Urgent Agenda Items & Documents Received by 2 November 2020)
- (b) 12 January 2021
- (c) 9 March 2021