

Sampford Arundel Parish Council

You are hereby summoned to attend a meeting of the Parish Council to be held on Tuesday 1 September 2020 at 7.30 pm in the Parish Rooms, Sampford Arundel. The agenda for meeting is set out below.

Members of the public are welcome to attend. Social distancing will be in place, there will be a limit of 10 spaces for members of the public. Face coverings are to be worn.

A Kendall

Parish Clerk – Alice Kendall

Date of Issue: 25 August 2020

AGENDA

- 035.20 To confirm appointment of the new Parish Clerk
- 036.20 Public Forum – matters of report
- 037.20 Apologies for absence and approve reasons for absence
- 038.20 Declarations of Interest, pecuniary or otherwise, in any agenda items
- 039.20 Approve and sign Minutes of the meeting held 4 August 2020
(*copy attached*)
- 040.20 Matters arising (*report attached*)
- 041.20 Chair's Report
- 042.20 Clerk's Report
- 043.20 Items to ratify from last meeting; approval to spend up to £520 for new computer equipment
- 044.20 Finance
To approve payments since the last meeting:
CHQ 000909 D Crow £327.00 Grass Cutting
CHQ 000910 MTMIT £459.98 New Computer and storage drive
CHQ 000911 Parish Hall £10 electric fees for defibrillator
CHQ 000912 SWT £100 election fees
CHQ 000913 Clerk's Salary August (amount to be confirmed at meeting)
CHQ 000914 Clerk's Salary September (amount to be confirmed at meeting)
Clerk's Mobile Phone £109.99 *
Phone Contract (unlimited calls and texts, 1GB data) £6/ month *
Office 365 £59.99 *
- *These items to be purchased by Clerk and claimed through expenses. Prices include VAT which will be claimed back.
- 045.20 To confirm bank account signatory changes

- 046.20 Clerk's salary and expenses
To confirm new Clerk's salary at Scale 20 (£13.15ph) plus pension (amount to be confirmed)
- 047.20 Upcoming meeting dates for 2020
3 November 2020 – budget prepared
1 December 2020 – Precept and budget
- 048.20 Matters of report
- 049.20 Items for Next Agenda

Next meeting: 7.30pm 3 November 2020

Public Forum item notes

a) Matters for report only

b) Questions and Representations from Residents.

This provides an opportunity for members of the public (who are not usually permitted to speak during the meeting, other than on Planning Applications, or by special invitation of the PC Chair) to participate before the meeting by asking questions, raising concerns or making representations, regarding Sampford Arundel Parish. No decision can be taken on issues raised unless the matter is already an item on the agenda. As this is not part of the formal meeting minutes will not be produced.

c) County Councillor's report

d) District Councillor's report.

County and District Councillors may give short verbal reports on matters affecting the Parish as this is also not part of the meeting, minutes will not be produced