

Sampford Arundel Parish Council

You are hereby summoned to attend a meeting of the Parish Council to be held on Tuesday 2 February 2021 at 7.30 pm online via Zoom. The agenda for meeting is set out below.

Join Zoom Meeting

<https://zoom.us/j/98960581599?pwd=eElrenJWVDk4UllQR1FXemt6K1EyUT09>

Meeting ID: 989 6058 1599

Passcode: 574966

Members of the public are welcome to attend. This meeting is also accessible by telephone; 0203 481 5240

A Kendall

Parish Clerk – Alice Kendall

Date of Issue: 27 January 2021

AGENDA

- 1.21 Public Forum – matters of report
- 2.21 Apologies for absence and approve reasons for absence
- 3.21 Declarations of Interest, pecuniary or otherwise, in any agenda items
- 4.21 Approve and sign Minutes of the meeting held 3 November 2020 (*attached*)
- 5.21 Chair's Report
- 6.21 Clerk's Report
- 7.21 Correspondence from Stogursey Parish Council (*attached*)
- 8.21 Finance
 - To approve payments since the last meeting:
 - CHQ 000885 Heartstart Somerset £40 Defib Pads *
 - CHQ 000886 PKF Littlejohn LLP £48 External Audit Letter Fee
 - CHQ 000887 Vision ICT Ltd £150 Website & e-mail hosting Mar 21-Feb 22
 - CHQ 000888 HMRC £130 Salary Deductions Sept-Jan
 - CHQ 000889 A Kendall £250.88 Clerks Expenses (*breakdown attached*)
 - CHQ 000890 A Kendall £374.64 Salary Dec & Jan
- *Section 137
- 9.21 Quarter 3 Bank Reconciliation (*attached*)
- 10.21 Banking
 - a) To add all remaining Councillors as account signatories (Cllrs Brown, Hill & Pike)
 - b) To approve setting up Online banking
 - c) To approve a debit card for the Clerk

11.21 Village Green grass cutting

- a) Quote 1 - £423 (cuttings left to mulch) OR £976 (cuttings picked up and disposed of)
- b) Quote 2 - £954.52 (cuttings to be mulched or picked up not confirmed)
- c) Quote 3 - awaited

12.21 Village Green Signage (*sample attached*)

13.21 Matters of report

14.21 Items for Next Agenda

Next meeting: 7.30pm 6 April 2021

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