

BROCKHAM PARISH COUNCIL

You are summoned to attend an **ORDINARY MEETING OF THE COUNCIL** which will be held virtually via Zoom on **Monday 20 July 2020 at 7.30pm**

Claire Minter

Claire Minter, Clerk to the Council

Meeting Chairman; Cllr K Gargani -Karen.gargani@brockham.org

14 July 2020

FORMAL A G E N D A

- 1. To receive apologies for Absence.**
 - To receive any apologies for absence as set out in Standing Orders
- 2. Declarations of Interest**
 - To receive any declarations of personal and/ or prejudicial interest from Councillors in respect of any item that is to be considered at the meeting.
- 3. Public Notices - For information only**
 - Parish Council Meeting will either be at The Pavilion, Middle Street, Brockham or remotely via Zoom on Monday 17 August 2020 at 19:30hrs
 - Period for exercise of public rights to review the unaudited annual governance and accountability return and accounts for the financial year ending 31 March 2020 until Friday 24 July 2020
- 4. Public Question Period (*limited to no more than 15 minutes*)**
 - To answer any questions from residents within Brockham Parish Council in accordance with Standing Orders.
 - If members of the public have any questions please email them to the Clerk by 15/7/20.
- 5. To confirm the minutes of the Council meeting held on Monday 22 June 2020**
- 6. Chairman Update**
 - To review Council projects and Councillor roles
 - To receive Chairman update on memorial for Roger Hammond
- 7. Meeting Reports**
 - To receive updates from Covid 19 Strategy group and agree if any action required
- 8. Working Groups**
 - To receive new updates from working groups on any action taken since June 20 and agree proposals submitted
 - Greenspaces
 - Allotments - update on lease, maintenance and additional water tank proposal
 - Playground at Elizabeth Bailey field
 - Highways - update on TRUST meeting, Speedwatch
 - Environmental – to ratify and launch new working group
- 9. Financial Matters – see Clerk Report**
 - To review and agree lists of payments for June 2020
 - To note and approve Statements of Income and Expenditure up to 30/6/20 for BPC
 - To note bank reconciliation has been signed off up to June 2020

Members of the Public can view any attachments by email request to the Clerk.

If you wish to attend the Parish Council Meeting via Zoom please contact the Locum Clerk, Mrs Claire Minter, on email Clerk@Brockham.org in advance of the Meeting in order that suitable access can be made available.

- 10. Policies and Procedures – see Clerk Report**
 - To receive and approve policies and procedures: -
 - Complaints policy
 - Correspondence policy
 - Council representation on outside bodies
 - Freedom of Information (FOI) policy
- 11. Planning/ Licence Applications – See Clerk Report**
 - To review and agree responses to Planning/ Licence Applications received in June/ July 2020
 - To review planning decisions made by Mole Valley DC and agree if any action required
- 12. Brockham Youth Council**
 - To review update on Youth Council meeting held on 4 July 2020
 - To agree to procure and install table tennis table in Elizabeth Bailey field
 - To review and agree financial proposal for skate pipe in Elizabeth Bailey Field
- 13. Remembrance Sunday**

To agree to hold Remembrance Sunday service on 8 November 2020 and prepare accordingly
- 14. Correspondence Received – see Clerk report**
 - To update the Council on key correspondence received in June/ July 2020 and gain agreement on any decisions required.
- 15. District and County Council Updates**

To receive community updates and gain agreement on any decision required: -
Cllr Budd, Cllr Potter MVDC, Cllr Clack (SCC)
- 16. Clerk Report and Matters Arising**
 - To receive Clerk Report, note 2020 meeting dates, receive updates on previous matters arising and gain agreement on any decisions required
- 17. Urgent matters at the discretion of the Chairman for noting and for inclusion on a future agenda**
 - Please advise Chairman prior to the meeting

PART 2

(Closed to members of the public and press)

1. Legal Matters