

# PAGLESHAM PARISH COUNCIL

www.pagleshamparishcouncil.co.uk

**CHAIRMAN:**

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**CLERK:**

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## AGENDA

**YOU ARE HEREBY SUMMONED TO THE MEETING OF  
THE PAGLESHAM PARISH COUNCIL,  
TO BE HELD BY AN ONLINE CONFERENCE VIA 'ZOOM'  
ON THURSDAY 3<sup>rd</sup> SEPTEMBER 2020.  
(COMMENCING AT 6.45 p.m.)**

Chairman's opening remarks.

**1. To record the Members Present:**

- i Councillors:
- ii Members of the Public:

**2. Apologies for absence:**

- i To be received by the Clerk in person only via: email, letter and telephone.
- ii To discuss the PPC's acceptance of reasons for absence.

**3. Declarations of Interests**

- i **To receive all declarations of interests including dispensations under the relevant provision s.33 of the Localism Act 2011.**
- ii **The Chairman reminds Councillors to declare any further interests now and as they became evident to them, during the progress of the meeting.**

**4. Public Forum: ( 5 min per person only )**

Councillors, Guests, visiting Ward/County Councillors and questions/statements from members of the public.

**5. To receive the Minutes of the Meeting of the 8<sup>th</sup> July 2020.** (as circulated)

To receive:

**6. Matters arising from the Minutes:** (not on the Agenda)

- i (Minute 156/i) Local riverside wrecks  
To receive the Clerk's report:
- ii (Minute 156ii) The 'Punch Bowl' Appeal.  
The appeal is being heard!

**7. Parish Council Newsletter report:** (Councillors and Representatives of the PPC, PVT, PVPA)

Councillors: Mr M Corr and Mr K Bench reports:

## 8. **The RDC 'Discover 20/20':** (the 'Beagle Anchor' base, etc).

Parish Councillor's reports re: three local business quotations for the work re: the 'Beagle Anchor' base, etc.

## 9. **Correspondence:** (emails forwarded and letters and papers received)

- i i To record a letter 09/08/2020 to EALC re: Legal guidance on outdoor Parish Council meetings!
- ii To record an EALC response to the above; (Case no. 360.20) Legal Guidance.
- ii To receive a Notice of the 'Terms of Use' of the Mission Hall at today's date (COVID-19).
- iii Printed Publications and General Information received by the Clerk, available on demand.

## 10. **Planning:**

- i **To be ratified:** Applications No: **20/00430/LBC - 20/00429/FUL** Stannetts, Paglesham Road, Paglesham, SS4 2DZ.  
(Proposed single storey rear extension. Create boot room with new external door to side elevation. Link snug to new living area and part expose original/existing timber frame to snug area) –  
**The Paglesham Parish Council have no objections.**
- ii **Application: 20/00662/FUL** Stannetts, Paglesham Road, Paglesham, SS4 2DZ.  
(Proposed Single Storey Side/Rear Extension. Create Boot Room with New internal Door and Side Elevation Window).
- iii **Application 20/00663/LBC** Stannetts, Paglesham Road, Paglesham, SS4 2DZ.  
(Proposed Single Storey Side/Rear Extension. Create Boot Room with New internal Door and Side Elevation Window).

## 11. **Finance**

- i i To receive the PPC and PVT Financial Statements ending May/June 2020 (as circulated).
- ii To receive the PPC Barclays Bank Statements ending May/June 2020 (as circulated).
- iii RPC/PVT Statements to be checked against the Bank Statements by Councillors: ..... and .....
- ii To receive notification from PKF Littlejohn (External Auditors) of the receipt of the Paglesham Parish Council AGAR exemption status certificate 2019-2020.
- iii To receive the Clerk's report re: Period of the Exercise of Public Rights: (Notices were put up on 23<sup>rd</sup> August 20).
- iv To agree a payment to HMRC re: 2<sup>nd</sup> Part quarterly PAYE-RTI @ £150.28.
- v To agree a payment to B Summerfield re: Salary backpay (5 months) from April 20 @ £87-40.
- vi To agree a payment to Mr D Whittingham re: Chairman's allowance 2020-2021 @ £100-00.
- vii i The Clerk's report on the restoration of the door of the Phone Box at Church End.
- ii To receive an Invoice August 2020 from (R. Fance) re: Telephone box repairs, Church End @ £ .....
- viii To record the payment July 2019 to (Community Heartbeat Trust) 6153 Battery for defibrillator @ £204-00.
- ix To record the payment July 2019 to (Community Heartbeat Trust) 6177 Pads for defibrillator @ £51-60.
- x To record the payment July 2019 to (Play Safety Ltd) 49124 ROSPA, Annual Inspection (Field/Oyster) @ £164-40.
- xi To record the payment July 2019 to (Play Safety Ltd) 49185 ROSPA, Wildlife Pond Inspection @ £82-20.
- xii To record the payment July 2019 to (Auditing Solutions Ltd) Internal Audit 2019-2020 @ £126-00.
- xiii To record the payment July 2019 to (HMRC) PAYE-RTI 1<sup>st</sup> Quarter 20-21 @ £138-60.
- xiv To record the payment July 2019 to (RCCE) Annual subscription @ £52-80.
- xv To record the Clerk's Standing Order salary payment of August @ £202-33 per month.
- xvi To record the DD payments August 2020 to E-on re: streetlight energy @ £82-06.
- xvii To record the DD payment 1&1 re: June/July/August Website 2020 @ £ 8-44.
- xviii To resolve all invoiced payments, auditing statements, financial statements, receipts, transfers, and agreed countersigned cheques above.  
Proposed by Councillors: ....., seconded by ..... and agreed by all.

## **12. Paglesham Village Trust:**

### **i The Chairman's report:**

- i Frances Field site meeting of Sunday 12th July at 10 am.
- ii Future Pond work arrangements.

### **ii Councillor Mr K Bench report re: the potential CCTV coverage of the field and pavilion, etc.**

### **iii Financial:**

- i 2019-2020 Audit books
- ii Payments and Balances.

### **iv Next Agenda Items:**

## **13. Highways:**

### **i The Clerk reported: three potholes between East Hall Road and Jubilee Cottages, Paglesham Road (report no. 2675764).**

### **ii Councillors reports:**

## **14. Street Lighting:**

### **i Councillors reports:**

### **ii To receive the Clerk's report re: quotation from the manufacturers of the Flashing speed sign at Jubilee Cottages**

## **15. Signatures on all leading documents and cheques:**

### **i To record that all Resolved leading documents and the cheque book from the 8<sup>th</sup> July 2020 Paglesham Parish Council 'Zoom' meeting (COVID-19), were signed by the Chairman and a councillor, at a later date.**

### **ii To agree that: all Resolved leading documents and Cheques from this meeting, etc. are to be signed by the Chairman and a Councillor after the meeting, as organized by the Clerk.**

## **16. Website:**

### **i The website is to be brought up to date with the inclusion of this meetings' information.**

### **ii To notify and record that the public's potential involvement at the all PPC Zoom meetings, are advertised on the Website, Parish Notice boards and Paglesham facebook!**

## **17. Next Agenda Items from Councillors. *for next Agenda and exchange of information only.***

**Items:**

## **18. Date of next Paglesham Parish Council Meeting by 'Zoom Online Conference'**

**To agree:      Wednesday 28<sup>th</sup> OCTOBER 2020                      at 6.45 pm.**