



Clent Parish Council

Councillors are summoned to a Meeting of the Parish Council at
7:00pm on Monday 15th June 2020

This meeting will be via the online meeting platform "Zoom".

Press and public are cordially invited to attend – please contact the Clerk for information about how members of the public can participate (clerk@clentparishcouncil.gov.uk)

AGENDA

1. Apologies for absence

To receive apologies and to approve reasons for absence.

2. Declarations of interest

With reference to items on the agenda members are reminded of their responsibility to declare interests (pecuniary and non-pecuniary) and to update their register of interests as required.

3. Dispensations

To consider any requests to the Clerk for dispensations from Members who have declared an interest but wish to stay in the meeting during that time to aid discussion/speak/vote.

4. Chairman and Vice Chairman

Ratify the decision made by e-mail that Cllrs Sugden and Sheppard are retained as Chairman and Vice Chairman respectively until May 2021 as per government guidance.

5. Questions from the Public (15 minutes maximum)

Electors are invited to give their views and question the Parish Council on issues on this Agenda or raise issues for future consideration at the discretion of the Chairman. The exact duration of the public section is at the discretion of the Chairman.

6. Updates from District/County Councillors

To receive updates from the Bromsgrove District Councillors and Worcestershire County Councillor.

7. Minutes (*)

To resolve to accept the minutes from the Parish Council meeting on the 16th March 2020 as true record of the proceedings.

8. Clent Covid-19 Support Group

To receive an update from the Chairman on the activities of the Covid-19 Support Group and the support provided by the Parish Council.

9. Policies and Procedures (*)

To review and approve the following documents for the 2020/21 council year:

- (a) Financial Regulations
- (b) Standing Orders
- (c) Risk Schedule
- (d) Asset Register

10. Internal Auditor's Report 2019/20 (*)

- (a) To receive and approve the Internal Auditor's report on the 2019/20 accounts.
- (b) To appoint an internal auditor for the 2020/21 financial year.

**11. Annual Governance and Accountability Return (AGAR) 2019/20:
Annual Governance Statement (*)**

To consider and approve the 2019/20 Annual Governance Statement which is Section 1 on the AGAR and agree that the Chairman and Clerk sign the document and forward this to the external auditor in line with the Accounts and Audit Regulations for parish councils.

**12. Annual Governance and Accountability Return (AGAR) 2019/20:
Accounting Statements (*)**

To consider and approve the 2019/20 Accounting Statements which is Section 2 on the AGAR and agree that the Chairman and RFO sign the document and forward this to the external auditor in line with the Accounts and Audit Regulations for parish councils.

13. Finance (*)

a) To ratify payments made in April and May 2020 (as advised to Councillors by e-mail and cheques signed by Cllrs Andrew Sherrey and Margaret Sherrey) – see schedule attached.

b) To consider and agree the payment of the following for June 2020:

(i) Clerk salary & expenses	£TBC
(ii) Mr Ed Sheppard Lengthsman	£TBC
(iii) Mr John Benner Internal Auditor	£290.00
(iv) Mr Steve Bubb (work in 2019/20)	£1000.00
(v) Vision ICT .gov renewal Aug 2020 – July 2022 (2 yrs)	£96.00

(c) To consider and approve the budget monitoring report.

(d) To consider and approve the monthly bank reconciliations for April and May 2020.

14. General maintenance & highway matters

To discuss any highway and/or parish maintenance matters and agree any action necessary.

15. Field Maintenance & Play Areas (*)

(a) Update on the delivery and installation of the new playground surfacing from Cllr Sheppard.

(b) Update from Cllr Sheppard on bench cleaning.

(c) Consider further quotations on the artificial grass installation on the football field.

(d) Discuss fire damage to one of the litter bins in the park and decide on a replacement.

(e) Consider the provision of grass cutting services in the absence of the current contractor.

(f) Annual report from RoSPA and agree any action necessary.

(g) To discuss any other field maintenance or play area matters and agree any action necessary.

16. Planning

To consider any planning applications submitted to Bromsgrove DC and make any comments in support or objection as consultee.

17. Parish Litter Pick

Agree a date for the next parish council/youth council organised litter pick and assess the risks of this activity in relation to Covid-19 guidance and regulations.

18. Parish Magazine

To nominate a Councillor to write next month's contribution to the Parish Magazine.

19. Councillors' reports and items for the next Agenda

To receive any items of information from Councillors and consider items for the next Agenda.

(*) *Denotes that this item has an associated written report which may be attached with this Agenda, sent separately or made available at the meeting.*

Issued: 10th June 2020

Nick Farress
Clerk & RFO

