

HORTON PARISH COUNCIL

YOU ARE HEREBY SUMMONED TO ATTEND THE ANNUAL MEETING OF HORTON PARISH COUNCIL TO BE HELD **ONLINE VIA ZOOM** ON **MONDAY 18th MAY 2020** AT 6.30 PM.

1C) Meetings shall be open to the public unless their presence is prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons. The public's exclusion from part or all of a meeting shall be by a resolution which shall give reasons for the public's exclusion.

1d) Subject to standing order 1(c) above, members of the public are permitted to make representations, ask or answer questions and give evidence in respect of any item of business included in the agenda.

1e) The period of time which is at the Chairman's discretion.

1f) Subject to standing order 1(e) above, each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than 3 minutes unless invited by the Chairman to provide further information.

1g) In accordance with standing order 1(d) above, a question asked by a member of the public during a public participation session at a meeting shall not require a response or debate. Questions from the members of the public to the council requiring an answer (if possible) must be submitted to the clerk on or before the Monday before the Parish Council meeting

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Charlotte Duff - Parish Clerk
12th May 2020

A G E N D A

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities, Crime and Disorder, Health & Safety, Bullying & Harassment and Human Rights

1. **ATTENDANCE**
2. **APPROVAL OF APOLOGIES**
3. **DECLARATIONS OF INTEREST**
4. **ELECTION OF CHAIR**
5. **SIGN DECLARATION OF ACCEPTANCE OF OFFICE**
6. **ELECTION OF VICE CHAIR**
7. **SIGN DECLARATION OF ACCEPTANCE OF OFFICE**
8. **TO APPROVE THE MINUTES OF THE LAST MEETING**
9. **CHAIRMAN'S ANNOUNCEMENTS**
10. **CO-OPTION OF NEW COUNCILLOR(S)**
11. **CO-OPTION – REGISTER OF NEW INTEREST AND ACCEPTANCE OF OFFICE FORMS**
12. **TO APPOINT REPRESENTATIVES FOR THE UNDERMENTIONED**
 - A) VILLAGE HALL
 - B) PLAYING FIELD
 - C) FOOTPATH WORKING PARTY
 - D) AREA WEST
 - E) POLICE LIAISON OFFICER
 - F) HORTON CHARITIES
13. **PLAYING FIELD UPDATE**
 - 1) BI-MONTHLY UPDATE
 - 2) CLOSURE OF PLAYING FIELD – COVID-19
 - 3) PLAYING FIELD MAINTAINANCE CONTRACT
14. **PLANNING APPLICATION (CONSIDERED OUTSIDE OF MEETING)**
 - A) 20/00791/S73 – LAND AT RIVERSIDE, HORTON – APPLICATION TO VARY CONDITION 02 OF 18/01189/FUL – CONFIRMATION OF COMMENTS SENT TO SSDC
 - B) 20/01190/HOU – 5 ORCHARD MEAD, HORTON – DEMOLITION OF AN EXISTING CONSERVATORY AND THE ERECTION OF A SINGLE STOREY KITCHEN AND GARDEN ROOM EXTENSION.
15. **SSDC DECISIONS**
 - A) 19/00589/HOU – 3 Orchard Mead, Horton – Approved subject to conditions.

- 16. PUBLIC FOOTPATH MAINTAINANCE**
- 17. CONFIRMATION OF HALL HIRE/LOCATION FOR PARISH COUNCIL MEETINGS UNTIL MAY 2021**
- 18. PARISH COUNCIL REGULATIONS AND POLICIES**
 1. CODE OF CONDUCT
 2. FINANCIAL REGULATIONS
 3. INFORMATION & DATA PROTECTION POLICY
 4. PUBLICATION SCHEME
 5. SCHEME OF DELEGATION
 6. STANDING ORDERS
 7. TRANSPARENCY CODE
 8. VIRTUAL MEETING PROTOCOL
- 19. FINANCE**
 - A. Update – Extension of time for completion of AGAR 2019/20 to the 30th September 2020. AGAR 2019/20 to be listed on July's parish council meeting agenda.
 - B. Internal Audit Arrangements
 - C. To Approve Financial Statement
 - D. Monies Received – CIL Payments
 - E. Proposal – To approve payment of the following cheques:
 1. M F Salmon – Grass cutting
 2. Renewal of Insurance policy
 3. Vision ICT - Website
 4. C Duff – Wages and Expenses
- 20. CLERK'S REPORT AND CORRESPONDENCE**
- 21. ANY OTHER URGENT MATTERS RAISED WITH THE PERMISSION OF THE CHAIRMAN**
- 22. DATE OF NEXT MEETING: Monday 20th July 2020 at 6.30 pm**