

Information for the Parish Council Meeting on 27 July 2020

3 Matters Arising (not covered elsewhere on the agenda - for information only)

3.1 Update on memorial bench

As Councillors are aware, the Clerk received a request for a memorial bench for Raymond Clements. It had been provisional agreed by the Parish Council that the bench should, subject to the views of Mr Clements' family, be installed in Temple Dell. Mr. Clements' family have requested that the bench be placed on Kingsway Green near the flag pole.

3.2 Update on Guide Hut

As previously advised, discussions are ongoing with the local District Commissioner for Girl Guiding regarding the Guide Hut. The next meeting has been arranged for 6 August 2020.

3.3 Update on Covid19 community efforts

A verbal report will be given at the meeting.

4 To consider a timetable for returning to face to face meetings and reopening the office

Following the government announcement of further easing of lockdown restrictions from 4 July 2020, both the National Association of Local Councils and the Society of Local Council Clerks have issued guidance which strongly advises parish councils to continue to meet remotely, without the need for face-to-face contact. If a council wishes to consider returning to face-to-face meetings, they advised that there are a range of issues which need to be addressed before this can take place. Last week the organisations jointly published a checklist for holding an in-person council meeting to ensure this decision is made in accordance with relevant regulations and requirements. A copy of the checklist has been sent to all councillors. Both organisations also reiterated that government rules still state that people should work from home if they can.

5 To consider holding a Parish Council meeting in August 2020

It has been suggested that although traditionally the Parish Council does not meet in August given that meetings are currently being held remotely and that there are a number of items that could be dealt with, such as progressing the Kingsway Green project, a meeting could be held on Monday 24 August 2020.

6 To receive a report of the first meeting of the Beeches Community Board and consider parish priorities

Councillors have been provided with several documents discussed at the first meeting of the Board and the minutes of that first meeting. A verbal report will also be given at the meeting. It is necessary of the parish council to agree the projects it wants to submit to the Board for consideration later this year.

7 Open Spaces:

7.1 To consider the annual playground inspection reports

A copy of each inspection report has been sent to all councillors and it is necessary to agree, in principle, the work that needs to be carried out.

7.2 To consider suggestions for spending the S106 financial contribution

A summary of potential projects has been prepared by Mr. Home and circulated to all councillors for discussion.

7.3 To consider suggestions for Community Payback projects

A summary of potential projects has been prepared by Mr. Home and circulated to all

councillors for discussion.

7.4 To consider reviewing the Signage Policy and the Promotional Materials Policy to better support/encourage local businesses.

Both of these policies have been circulated to all councillors for review. The Clerk also wondered whether a new noticeboard could be installed on the public conveniences for the purpose of showcasing local businesses and whether pages could be added to the website showcasing local businesses and promoting local events.

8 **Finance:**

8.1 Report from latest Finance Committee meeting

The minutes of the latest Finance Committee meeting have been circulated to all councillors and a verbal report will be presented by the committee chair.

8.2 To approve payments and note receipts, as per the cashbook

The cashbook has been reviewed and approved by the Chairman of the Finance Committee and will be forwarded to councillors separately.

9 **Planning:**

9.1 To ratify comments submitted on recent applications

The schedule of comments submitted to the planning authority will be forwarded to councillors separately.

8.2 To note recent planning decisions

The schedule of planning authority decisions will be forwarded to councillors separately.