

## Hooe Parish Council Agenda

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Date: 8<sup>TH</sup> March 2022

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East Sussex

TN39 5JP

I hereby give notice that all Councillors are summoned to attend the next Full Parish Council meeting on Monday 14<sup>th</sup> March 2022 at 7pm at the Village Hall when it is proposed to transact the business stated below.

Signed: Jane Warrener, Clerk & RFO

### Business To Be Transacted

1. **The chairman welcomes the members of the public**

2. **Disclosure of Interests**

Interests in accordance with the Localism Act 2011 and the Parish Council code of conduct.

To receive councillors' declarations of interest regarding matters on the agenda and consider any written requests or dispensation as a result. Any changes to register of interests should be notified to the clerk.

3. **To receive written applications for the office of Parish Councillor and to consider the suitability of the candidate/s to fill the existing vacancies by the co-option procedure.**

Introduction from candidates wishing to become Parish Councillors to the parish councillors (members), to give information on their background and experience and explain why they wish to become a member of the Parish Council.

#### **Exclusion of the Public**

To exclude the public for a particular agenda item the following resolution must be passed.

'Under the public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.'

Meeting is paused for the signing of the declaration of office.

4. **To receive apologies and reasons for absence** in accordance with the Local Government Act 1972 S85 (3)

5. **To receive reports from:**

a. County Councillor

b. District Councillor

c. Saint Oswald's Church

6. **Minutes of the Previous Meetings** to be agreed and signed as a true record.

To approve and sign the minutes of the meeting held on Monday 28<sup>th</sup> February 2022 as a true record.

7. To consider the opening of a Unity Trust bank account to run the day to day finances of the parish

council and to include David Constable, Peter Hayward and nominate a third signatory to the bank account and to seek permission to add one payment to the payments list for authorisation to Unity Trust Bank. The cheque to be written to Unity Trust Bank for £500 to open the bank account.

There is a financial risk to the parish council as the funds held in the two Barclay's bank accounts are not covered by the Financial Services Compensation Scheme as the amounts exceed £85,000 so an additional bank account is required to eliminate the financial risk. This financial risk will not be considered acceptable to the auditor.

8. To consider the revision to the budget headings to incorporate new budget areas as agreed as part of the budget set for 2022/23 and agree any actions required.

9. To receive for adoption the revision to Financial Regulations to sections of 4.1 and 4.5 as follows:

4.1 Line to read 'the clerk, in conjunction with Chairman of Council or Chairman of the appropriate committee, for any items below **£750**.

and to read

4.5 In cases of extreme risk to the delivery of council services, the clerk may authorise revenue expenditure on behalf of the council which in the clerk's judgement it is necessary to carry out. Such expenditure includes repair, replacement, or other work, whether or not there is any budgetary provision for the expenditure, subject to a limit of **£500**. The Clerk shall report such action to the chairman as soon as possible and to the council as soon as practicable thereafter.

10. To receive and consider for approval, quotes to build a parish council website.

11. To receive an update on works commissioned

12. To seek approval to pay Eslip ( new payroll supplier) from 1<sup>st</sup> April 2022 by direct debit.

13. **Financial Matters for Consideration and Resolution**

To receive payments for consideration and approval

14. **Matters to be brought forward for consideration to the next meeting**

15. **To Receive Questions from the Members of the Public**

**Please note:** Only matters may be raised for public discussion that are listed on the agenda, any other question should be put in writing to the clerk in advance of the next meeting. Questions raised for items listed on the agenda that cannot be answered at the council meeting will be brought forward to the next council meeting for response.

16. **The date of the next full council meeting is 11<sup>th</sup> April 2022 at 7pm**

In accordance with The Data Protection Act 2018 all attendees of the meeting are hereby notified that the meeting will be recorded as an aide memoire for the clerk when compiling the minutes. The recordings are held securely and are deleted after the resolution that the minutes are a true and correct record. Members of the public should be aware that being present at a meeting of the Council or one of its committees or sub-committees will be deemed as the person having given consent to being recorded (photograph, film or audio recording) at the meeting, by any person present. A person or persons recording the parish meeting are reminded that the "Public Session" period may not be part of the formal meeting and that they should take legal advice for themselves as to their rights to make **any recording during that period**.