

Potterne Parish Council

To: Members of the Council

You are summoned to attend a MEETING OF POTTERNE PARISH COUNCIL via Zoom on Wednesday 1 July 2020 at 7.00pm

Press & Public are invited to attend.

Liz Starling - Clerk to the Council. 25/6/2020

AGENDA

1. Welcome and Apologies

2. Declaration of Members' Interests

To receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.

3. Minutes of meeting held on 3 June 2020

To resolve that the minutes of the meeting of the Council held on the 3 June 2020 be approved for signing as a correct record.

Open Session

There will be an open session for 10 minutes so that the public can place questions to the Council to be discussed at the next meeting if confirmed in writing.

4. Parish Council Documents

To review the following and confirm no changes required:

- Code of Conduct
- Freedom of Information Model Publication Scheme
- Guide to information available under Freedom of Information Model Publication Scheme
- Privacy (Data Protection Policy)
- Standing Orders
- Subject Access Request (SAR) Policy

5. Residential Development:

To consider the following applications:

20/04258/FUL	16 Whistley Road, Potterne, SN10 5QY	Single storey side extension and construction of an oak framed timber garage on the site of an existing gravelled parking area
20/04390/TCA	16 Whistley Road, Potterne, SN10 5QY	1 x Conifer tree – fell 1 x Hawthorn tree - fell
20/05207/TCA	Cockburns Cottage, 4 Whistley Road, Potterne SN10 5QX	Ash Tree - Remove large limb overhanging power lines

6. Assets of Community Value (ACV):

To update on nominations for ACVs

7. Finance:

- a) To agree renewal of SSE contract and payment by direct debit (electricity to bus shelter)
- b) Agree accounts to be paid and transfer of sufficient funds to pay accounts:

Payable to		Net	VAT	Gross
HMRC/E M Starling	Administration Costs	530.12	0.00	530.12
E M Starling (Krystal Hosting Ltd)	Web hosting fee	99.94	19.99	119.93

Worton Parish Council	SLCC Annual Membership – 50% of costs	80.50	0.00	80.50
SSE (direct debit 19//2020)	Electricity to bus shelter	6.30	0.31	6.61
Total		716.86	20.30	737.16
<i>Inter account transfer:</i>				
Date:	25/6/2020	Amount:	1000.00	

9. **Staffing:**

- a) To note revised 'Working from Home' payment £26 per month w.e.f. 6 April 2020
- b) To confirm arrangements for handover for new Clerk
- c) To confirm salary point for new Clerk and start date

10. **Date of next meeting:** Wednesday 5 August 2020, 7.00pm

11. **Close meeting**