

MEMBURY PARISH COUNCIL

Mrs B Davey
2 Wessiters
Seaton
EX12 2PJ
Tel: 01297 24009
Email: clerk@membury.eastdevon.gov.uk

12th August 2020

Dear Parish Councillors and Members of the Public,

Councillors are summoned and members of the public are invited to attend the virtual Council Meeting of Membury Parish Council, to be held online **on Tuesday 18th August 2020 at 7:30pm** to discuss the following matters:



Bec Davey
Clerk to the Council

LOGIN – please follow these instructions:

Bec Davey is inviting you to a scheduled Zoom meeting.

Topic: Membury Parish Council Zoom Meeting
Time: Aug 18, 2020 7:30 PM London

Join Zoom Meeting

<https://zoom.us/j/94805000672?pwd=SkpHb3d6YVpnK3piK1M1MXFvamtJUT09>

Meeting ID: 948 0500 0672

Passcode: 197978

One tap mobile

+442039017895,,94805000672#,,,,,0#,,197978# United Kingdom

+442080806591,,94805000672#,,,,,0#,,197978# United Kingdom

Dial by your location

+44 203 901 7895 United Kingdom

+44 208 080 6591 United Kingdom

+44 208 080 6592 United Kingdom

+44 330 088 5830 United Kingdom

+44 131 460 1196 United Kingdom

+44 203 481 5237 United Kingdom

+44 203 481 5240 United Kingdom

Meeting ID: 948 0500 0672

Passcode: 197978

Find your local number: <https://zoom.us/u/acDucTLQqW>

Please call the clerk on 01297 24009 if you are having any problems logging in

AGENDA

- 2020.54** **Welcome by the Chairman**
- 2020.55** **Apologies for Absence:**
- 2020.56** **Declarations of Interest under the Code of Conduct:** *Councillors are reminded of the need to declare any interests either at this stage of the meeting, or as soon as they become aware of the interest. The reason for the declaration must be given, and whether it is a personal or pecuniary interest; any actions they intend to take when the item is being dealt with*
- 2020.57** **Minutes:** To adopt the minutes of the meeting held on 7th July 2020 as a true record.
These will be signed at the next face to face meeting
- 2020.58** **County and District Council Reports:**
- 2020.59** **Membury Support Group Update and Future:**
- 2020.60** **Finance:** *Unless stated otherwise, documents will be signed at the next face to face meeting*

- a) **To approve the financial statement for July 2020**
- b) **To approve the continued use of BACS payments, DDs and Standing Orders**
- c) **To consider request from TRIP for a donation**
- d) **To approve the following payments:**

JJJ Wallace	Grass Cutting Contract – July	BACS	£150.00
BT Group	Broadband	DD	£ 32.40
HMRC	Clerk's Tax – June	BACS	£ 68.20
Mrs R Davey	Clerks' Salary – July	BACS	£272.34
Scott Massey	Relocation of Defib	BACS	£310.86

Other payments may arise for payment during the meeting

- 2020.61** **Planning: 20/1532/LBC - Rock House Membury Axminster EX13 7AG - Retention of first floor shower room and door leading into bedroom 2 from shower room**
<https://planning.eastdevon.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QDRZ6RGHN5400>)
- 20/1499/FUL - Folletts Membury Axminster EX13 7AF - Construction of single storey rear extension** (<https://planning.eastdevon.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QDIPZ5GHN1J00>)
- 2020.62** **To agree future meeting dates until the next Annual Council Meeting**
- 2020.63** **To agree outside body representation**
- 2020.64** **To review Risk Assessment Register**
- 2020.65** **Review Internal Controls and GDPR Procedures:**
- a) Code of Conduct
 - b) Standing Orders
 - c) Financial Regulations
 - d) Asset Register
 - e) Risk Assessment Register
 - f) Privacy Notice
 - g) Councillor Privacy Notice
 - h) Information & Data Protection Policy
 - i) Management of Transferable Data Policy
 - j) Press & Media Policy
 - k) Document Retention & Disposal Policy
 - l) Disciplinary Policy
 - m) Grievance Policy

- n) Complaints Procedure
- o) Publication Scheme
- p) Grant Awarding Policy
- q) Training Policy
- r) Statement of Internal Control
- s) Policy on Filming & Recording of Parish Council Meetings

2020.66 The Local Electricity Bill's Reintroduction: To discuss
2020.67 Correspondence:

Date of the next **Parish Council meeting:** 6th October 2020