



**To all Members of Pembury Parish Council**

You are hereby summoned to attend the virtual meeting of Pembury Parish Council on **Monday 6 July 2020 at 7:15pm.**

*Helen Munro*

Helen Munro

Parish Clerk

Date of Issue: 30 June 2020

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**Members of the Public and Press are welcome to attend**

To join the Virtual Meeting please contact the Clerk by email

[clerk@pemburyparishcouncil.gov.uk](mailto:clerk@pemburyparishcouncil.gov.uk)

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Please note that the proceedings of this meeting may be recorded in line with regulations set out in the Openness of Local Government Bodies Regulations 2014. A copy the Council's procedure for the recording of meetings is available by request. Members of the public addressing the Council but not wishing to be recorded should put this request to the Clerk at the earliest opportunity.

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**A G E N D A**

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1. **APOLOGIES FOR ABSENCE.** To receive and note apologies for absence.
2. **DECLARATIONS OF INTEREST.** To receive declarations of pecuniary and non-pecuniary interests.
3. **MINUTES.** To receive and approve the minutes of the meeting held on 8 June 2020 for signature.
4. **COMMITTEE MINUTES.** To note draft minutes of the committees for adoption:
  - a. Open Spaces Committee – 15 June 2020
  - b. Planning & Highways Committee – 22 June 2020
5. **CHAIRMAN'S ANNOUNCEMENTS.** To receive announcements.
6. **OPEN SESSION.** To adjourn the meeting to enable any members of the public present to address the Council.

*Please note there can be no discussion of these items and issues will either be addressed elsewhere on the agenda or be referred to a future meeting of the Parish Council.*
7. **CLERK'S REPORT.** To receive report and update on previous actions, on-going projects and any urgent actions taken.
8. **REPORTS OF COUNTY & BOROUGH COUNCILLORS'.** To receive questions and reports.
9. **OWLSNEST.** To receive update on proposed Section 106 contributions.
10. **PLAYGROUND.** To receive risk assessment on re-opening the playground and outdoor gym and agree whether to re-open the facilities to the public.

11. **COMMITTEE MEMBERSHIP.** To approve new member on the Communications & Events Committee.
12. **IT SUPPORT CONTRACT.**
  - a. To receive quotes for new IT Support contract as a result of the existing contractor ceasing to trade.
  - b. To approve vire to the IT budget.
13. **NEIGHBOURHOOD DEVELOPMENT PLAN (NDP).**
  - a. To receive update on actions to date.
  - b. To approve Locality grant funding application.
14. **FINANCE AND ADMINISTRATION.** To receive and approve the following:
  - a. Accounts for payment for signature.
  - b. To approve delegation arrangements to the Clerk during the summer recess.
15. **RISKS.** To consider any new risks affecting the Council and actions required.
16. **QUESTIONS FROM COUNCILLORS AND FUTURE AGENDA ITEMS.** For information only.
17. **FUTURE MEETINGS.** Monday 7 September 2020 at 7:15pm.