



To all Members of Pembury Parish Council

You are hereby summoned to attend the virtual meeting of Pembury Parish Council on **Monday 2 November 2020** at **7:15pm**.

Helen Munro

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Parish Clerk

Date of Issue: 27 October 2020

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

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.

A G E N D A

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 5 October 2020 for signature.
4. **COMMITTEE MINUTES.** To note draft minutes of the committees for adoption and receive verbal report and update from Committee Chairs:
 - a. Finance & HR Committee – 12 October 2020
 - b. Communications & Events Committee – 12 October 2020
 - c. Planning & Highways Committee – 19 October 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. **HENDY MOTOR VILLAGE PLANNING APPLICATION.**
 - a. To receive update from TWBC Planning Committee meeting on 28 October 2020 and consider next steps.
 - b. To ratify the appointment of Transport and Planning Consultants to advise on the Parish Council's response and approve spending from the earmarked reserve.
10. **COMMUNITY GRANT FUNDING.** To receive recommendation from the Communications and Events Committee on allocation of the Community Grant Fund.
11. **COVID-19 COMMUNITY CHAMPIONS.** To ratify the appointment of the Parish Council representative as a Community Champion.
12. **COMMUNITY GARDENING.** To receive recommendation about managing additional areas in the village.
13. **COUNCILLOR EMAILS.** To consider using Council emails for Councillors.
14. **FINANCIAL IMPACT OF COVID-19.** To note report on projected net savings.
15. **FINANCE AND ADMINISTRATION.** To receive and approve the following:
 - a. Accounts for payment for signature.
 - b. Budget monitoring as at 30 September 2020
 - c. Bank Reconciliation as at 30 September 2020
 - d. Reserves as at 30 September 2020
16. **RISKS.** To consider any new risks affecting the Council and actions required.
17. **QUESTIONS FROM COUNCILLORS AND FUTURE AGENDA ITEMS.** For information only.
18. **FUTURE MEETINGS.** Monday 7 December 2020 at 7:15pm.

Pursuant to Section 1(2) of the Public Bodies (Admission to meetings) Act 1960 the public and press will be excluded from the meeting for the next items of business on the grounds that it will involve the likely disclosure of exempt information.

19. **REMOVAL OF COVENANT.** To receive request regarding additional legal costs.