



Notice of a Meeting of the South Stoke Parish Council

Monday 26th April 2021 at 7:30pm, Virtual Meeting

All Councillors are summoned to a Meeting of South Stoke Parish Council.

Members of the public and press are invited to attend all council meetings.
(Public Bodies (Admission to Meetings) Act 1960)

Authority to Hold Virtual Public Meetings

The Local Authorities and Police and Crime Panels (Coronavirus)(Flexibility of Local Authority and Police and Crime Panel Meetings)(England and Wales) Regulations 2020 [LAPCP 2020] came in to effect on the 4th April 2020.

LAPCP 2020, allows for the use of Virtual Public meetings until 06th May 2021, to enable local councils to continue to work and support their communities, and legally allow the council as a body to make decisions.

Please note, LAPCP 2020 also removed the requirement to hold an Annual Council Meeting during the month of May 2020. All appointments normally approved in the ACM rolled over to the next ACM, in May 2021 with the current appointments and committees continuing by extension.

Dial In Details for this Meeting

Telephone: 0330 221 0097 Access Code: 161-857-773

The Weblink is available on the parish council website under "Meetings and Agendas"

7:30pm – prior to the start of the meeting

Questions and comments from members of the public (limited to 10 minutes in total)

This provides an opportunity for members of the public (who are not usually permitted to speak during the meeting except by special invitation of the Chairman) to participate before the start of the meeting.

Members of the public may make only one address to the council of no more than three minutes' duration and only concerning topics on the agenda. No decision can be taken during this session, but the Chairman may decide to refer any matters raised for further consideration.

AGENDA

1. To receive apologies for absence and to approve the reasons given. (LGA 1972 s85(1))

2. Declarations of Interests (LA 2011 s31)

Member to declare any interests, including Disclosable Pecuniary Interest they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any prior requests from members for dispensations that accord the Localism Act 2011 s33(b-e). (NB this does not preclude any later declarations)

3. Chairman's Announcements

4. To elect the Vice Chairman for the Year 2020/2021

5. To approve and sign as a correct record the minutes of meetings. (LGA 1972 sch 12, para 41(1))

5.1. 22nd March 2021

5.2. To review progress on actions from previous Parish Council meetings and agree and revision of actions on the action list. **Action List**

5.3. Matters arising, not elsewhere on the agenda.

6. Planning

To note the planning decisions to Applications:

6.1. P21/S0290/FUL, Fifield House, Ferry Road, RG8 0JL - **GRANTED**

6.2. P21/S0388/FUL, Land at Woodcote Road, RG8 0JJ – **GRANTED**

7. Slipway

7.1. To approve and adopt the South Stoke Slipway Policy **Appendix A**

7.2. To approve forming the Slipway Committee to manage the future use and maintenance of the Slipway in line with the slipway policy.

7.3. To approve terms of reference for the committee **Appendix B**

7.4. To appoint members to the committee

Note: non-council members may need to be appointed at the Annual Council Meeting if not filled at this meeting.

7.5. To receive various communications pertaining to any future proposal regarding a commercial venture ferry between South Stoke and Moulsoford, and agree actions **Correspondence 1**

7.6. To receive a request for occasional use of the slipway for a river taxi and agree actions **Correspondence 2**

7.7. To receive comments in response to Newsletter request pertaining to future use and maintenance of the slipway **Correspondence 3**



8. Mowing Across the Parish

Correspondence 4

- 8.1. To receive a request to reduce mowing of verges across the parish and agree actions.
- 8.2. To review the current mowing schedule and appoint contractor for the FY 2021/22

9. To receive all other items of correspondence and agree actions arising

- 9.1. Request for planting along the embankment edge of The Park as part of the Mend the Gap initiative

Correspondence 5

- 9.2. Request to Comment on Woodcote Neighbourhood Plan update

Correspondence 6

- 9.3. Request from CPRE to comment on Sewage, Flooding & Water issues in your parish

Correspondence 7

10. To receive updates from projects and groups, and agree actions.

- 10.1. South Stoke Village Hall & Recreation Ground Charity
- 10.2. Rights of Way Project
- 10.3. Community Building Project
- 10.4. To approve proposal for the Speed Sign and use of insurance monies for replacement.
- 10.5. To consider and if thought fit, approve appointing a member of the parish council to sit on the South Stoke Community Shop Board as a liaison.
- 10.6. To review waste & dog waste collection throughout the parish.
- 10.7. Subsequent to receiving the Neighbourhood Area Designation for the Civil Parish of South Stoke, to consider investigating both Community Right to Build and a Neighbourhood Plan. To approve applying for grants to cover the costs of both investigations. The South Stoke 2035 Working Group to lead the investigations.

Appendix C

Note: A formal proposal would need be brought to the council for review prior to embarking on either a Community Right to Build or a Neighbourhood plan.

11. Governing Documents

- 11.1. To approve Introduction to Governing Documents **Appendix D**
- 11.2. To approve new policy: Reserves Policy **Appendix E**
- 11.3. To approve new policy: Cash Receipts Policy **Appendix F**
- 11.4. To consider fully updating Financial Regulations to be in line with the current Model Financial Regulations as issued by NALC.
- 11.5. To approve Financial Risk Assessment Policy document for 2020/21 **Appendix G**
- 11.6. To approve the Internal Controls Statement for 2020/21 **Appendix H**

**12. Finance FY 2020/2021****Appendix I**

- 12.1. To note receipts for March 2021
- 12.2. To review and confirm the asset register as at 31st March 2021
- 12.3. To approve the annual accounts for 2020/2021, including:
 - variances report
 - budget variations
 - cash and investment reconciliation
- 12.4. To receive the Internal Audit report, consider recommendations and agree actions
- 12.5. To agree content and approve the Annual Governance and Accountability Return (AGAR) Section 1 "Annual Governance Statement" 2020/2021
- 12.6. To approve the Annual Governance and Accountability Return (AGAR) Section 2 "Accounting Statements" 2020/2021
- 12.7. To approve the dates for the public rights of inspection: 3rd June – 14th July 2021, being 30 working days including the first 10 working days of July.
- 12.8. To approve effectiveness of Internal Audit document for 2020/21

Appendix J**13. Finance FY 2021/2022****Appendix K**

- 13.1. To consider and approve list of standard or recurring payments for FY 2021/2022
- 13.2. To approve payment schedule for April 2021
Data to be presented at the meeting

14. Matters for future discussion.

15. To agree list of items discussed at this meeting to be included in the May edition of the parish newsletter.

16. Confidential Business - To consider and, if thought fit, approve the following motion: In view of the confidential nature of the business about to transacted, it is advisable in the public interest that the public and press be temporarily excluded, and they are instructed to withdraw.

17. Receive update on legal advice taken on Rights of Way Route 4,

- 17.1. Agree actions arising
- 17.2. Approve paying costs associated to date from Ear Marked Reserve being held for this purpose.

18. To confirm date of the next meeting being the Annual Council Meeting, Wednesday 5th May

To Note – the agenda will be issued on Wed 28th April to meet the statutory requirement and account for the bank holiday weekend. Reports, Motions and any other inputs are requested no later than Friday 23rd April 2021.