

## Agenda

Meeting to be held in Studdal Church Hall on Tuesday 6<sup>th</sup> June 2023 at 7.30 pm.

1. **Present and Apologies**
2. **Declarations of interest**
3. **Approval of the AGM minutes 9<sup>th</sup> May 2023**
4. **Matters arising from the AGM minutes 9<sup>th</sup> May 2023**
5. **Approval of the minutes 9<sup>th</sup> May 2023**
6. **Matters arising from the minutes 9<sup>th</sup> May 2023**
7. **To note the APM draft minutes 23<sup>rd</sup> May 2023 for any actions required**
8. **Visitors**
9. **Insurance**

To agree payment to Gallagher/Hiscox's for £514.29 for one year.

### 10. Finance

i) To approve the payment schedule for June:

Chq No.			
001551	Clerk	May wages	£468.00
001552	Clerk	May ex - Onedrive	£13.68
		Stamps	£12.00
		Football Nets	£123.72
		Accident Book	£12.79
			£162.19
001553	McCabe Ford Williams	Payroll	£283.20
001554	ICO	Data Protection fee	£40.00
001555	Gallagher Insurance	Insurance renewal	£514.29
001556	Southern Water	Allotments November 22 - May 23	£10.14
001557	A Calthorpe	APM expenses	£35.49

ii) Chq No 001545 for NetwiseUK was declined by their bank.

New Cheque No. 001550 was issued to NetwiseUK, Annual website subscription £420.00

### 11. Signing and Approval of the Annual Return

i) Certificate of Exemption. The Parish Council to certify itself as exempt from a limited assurance review under section 9 of the Local audit (Smaller Authorities) Regulations 2015. The Certificate of exemption to be completed and signed.

ii) Annual Governance and Accountability Return (Part 2) made up of:

1. Annual Internal Audit report. Completed by internal auditor
2. Section 1 - Annual Governance Statement. To be completed and approved
3. Section 2 - Accounting Statements. To be completed and approved

### 12. Local Community

- i) Nursery Building site update
- ii) Update on blocked drain Downs Road
- iii) Update on broken sign posts in East Studdal

### 13. Local Planning

i) Proposed Airfield and Ancillary Buildings, Manor Farm, Little Mongeham. To discuss representation of Sutton Parish's objections at the Appeal to be held on 20 June 2023 by Northbourne PC representative.

**14. Report from DDC/KCC**

**15. Playing field**

- i) ROSPA playing field inspection is due in July.
- ii) New football nets to be installed.

**16. Allotments & Orchard**

- i) To note we now have one allotment available due to an existing allotment holder not renewing his contract.
- ii) To review and decide on Orchard's grass cutting contract.
- iii) Update on allotment grant.

**17. Correspondence**

**18. Any other business to report/matters to discuss**

**19. Date and status of next meetings.**

Monthly Tuesday 4<sup>th</sup> July 2023 7.30pm – Studdal Church Hall

Meeting closed:

A Nigol