



SOUTHWATER PARISH COUNCIL

Beeson House, 26 Lintot Square, Fairbank Road, Southwater,
West Sussex RH13 9LA

Telephone number: 01403 733202

Email: Clerk@Southwater-pc.gov.uk

Community Website: www.southwater-pc.gov.uk

Minutes of the remote Extraordinary Finance & General Purposes Committee meeting held on Wednesday, 20th January 2021 at 7.00pm.

Present:

Councillors Present Remotely: M Neale (Chairman of Committee), P Flores-Moore (Vice Chair of Committee), G Watkins, G Cole, G Scoon, D Moore, R Williams, S Lewis

Members of the Public: Were able to view meeting by Live YouTube Stream

Clerk: Dawn Spouge **Deputy Clerk and RFO:** Justin Tyler (*managing the IT required for remote viewing*)

	Actions
<p>The Chairman advised that the meeting was being conducted virtually with none present in the Chamber and confirmed it was being live streamed to YouTube.</p>	
<p>The Chairman confirmed that the meeting was not being recorded and did a roll call at the commencement of the meeting of all those attending remotely for the benefit of those viewing the streamed meeting. He stated that the meeting was being held in accordance with Government Regulations approved during the COVID-19 Pandemic for the period of May 2020 – May 2021.</p>	
<p>The Chairman welcomed all Councillors in attendance remotely and all members of the Public watching via live stream, to the meeting. He clarified with the Clerk that no members of the public had requested to speak at the meeting. He stated that when a member of the public does request to speak in any convened meeting that public are invited to speak at, this would be for maximum of 5 minutes.</p>	
<p>The Chairman confirmed with all Councillors that they had received the documentation required to consider the Agenda items.</p>	
<p>The Chairman clarified the voting protocol required for decisions, etiquette required to conduct the meeting and housekeeping rules and also reminded all Councillors that if an interest had been declared, they would not be able to take part in any discussion or vote. Voting would be symbolised by a thumbs up for approval, down for against or horizontal hand for abstention. He explained that in cases where, in the opinion of the Chairperson, there is consensus, the Chairperson may seek to secure agreement whilst providing an opportunity for any dissenting members to be heard or to request a formal roll call vote.</p>	
<p>The Chairman explained that if meeting was at any point not accessible to Councillors/Chairperson through remote means due to any technological or other failure of provision, then he would immediately adjourn the meeting. If the provision of access through remote means could not be restored within 10 minutes, then the remaining business will be considered at a time and date. If a new date could not be fixed the remaining business will be considered at the next ordinary meeting.</p>	
<p>All papers were circulated with the Agenda to all Councillors.</p>	

1. Public Question Time – 15 minutes in total. Members of the public can only view the meeting and not take part unless pre-arranged with either the Clerk, Deputy Clerk or Chairman of the meeting.

Participating members of the public will be limited to 3 persons maximum per meeting. Each member of the public can only refer to items on the agenda and will be allowed to ask one question and one ancillary question that combined will not last any longer than 5 minutes. Once participating members have asked their questions or made their statements as above, they will be removed from the meeting accordingly and will then only be able to access the meeting via live stream.

No public wished to speak.

2. Apologies for Absence

Apologies received from Councillors Knott and Vickers.

3. Declarations of Interest

None to Report.

4. Budget – To receive and update, discuss and agree the budget precept for 2021-22 to recommend to Full Council.

The Deputy Clerk (and Responsible Financial Officer) advised that the budget distributed to the Committee for review at this meeting was the same presented to the committee on 16th December 2020. No further changes had occurred between meetings.

The Chairman confirmed that this budget resulted in a total precept requirement of £687,312.00, which produced a decrease to household tax band payers of 2.37%. This figure was based off the, now confirmed and HDC provided final tax base figure of 4686.5.

The Chairman proposed acceptance of the budget and total precept requirement for 2021-22 of £687,312.00, seconded by Councillor Watkins and **AGREED** unanimously.

5. DATE OF NEXT MEETING – 17th February 2021

Meeting ended 7:09pm and the Live Stream was paused until the Full Council Meeting which followed at 7:30pm.