



## **SOUTHWATER PARISH COUNCIL**

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

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**NOTICE IS HEREBY GIVEN** of an ordinary - remote meeting of The Parish Council to be held on **Wednesday 29th July 2020 at 7.30pm** when the following business will be considered and transacted.

**ALL COUNCILLORS ARE HEREBY SUMMONED TO ATTEND EITHER IN PERSON OR BY REMOTE ATTENDANCE VIA ZOOM VIDEO CONFERENCING.**

**This meeting is NOT being recorded**

**For details on how to join this meeting, please contact the Parish Office**

### **A G E N D A**

**46/20. Apologies for absence**

**47/20. Declarations of Interest**

**48/20 To receive and consider the Remote Meetings Etiquette Policy – previously circulated**

**49/20 To receive and consider the revised Standing Orders – circulated with the Agenda**

**50/20. 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 questions 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 he meeting via live stream.**

**51/20. To approve carry Over of all Chairman, Vice Chairman of all Council Committees and working parties and all Council representatives of outside bodies due to new legislation brought in since Covid 19 until May 2021. – All Councillors have indicated their agreement to carry over their roles until May 2021 by email prior to this Agenda .**

**52/20. Chairman's Report**

**53/20 Minutes**

- i) To approve the Minutes of the Parish Council meeting held on Wednesday 18<sup>th</sup> March 2020**
- ii) To approve the Minutes of all Meetings held by Parish Councillors, Chairman, Vice-Chairman, Clerk and Deputy Clerk under delegated powers as agreed at the last live FPC meeting held on March 18<sup>th</sup> 2020**

- iii) To revoke the decision of delegated powers of item 36/20 (ii) – of the meeting of 18<sup>th</sup> March 2020.

**54/20. Correspondence**

**55/20. Internal Auditors Report 2019/20** – To receive and approve the Internal Auditors Report 2019/20 – as circulated to all Councillors on 27<sup>th</sup> April 2020.

**56/20. Internal Auditor** – To consider and approve that Southwater Parish Council are happy to continue with the current rolling three year contract with Mark Mulberry as Internal Auditor. Currently, Southwater Parish Council are in year three of that contract.

**57/20. Draft Annual Accounts for year ending 31<sup>st</sup> March 2020** – to approve – these have been circulated

**58/20. Annual Governance and Accountability Return (AGAR)** – To receive, approve and sign the AGAR for 2019/20

- i) Section 1 - Annual Governance Statement 2019/20 – to approve and sign
- ii) Section 2 – Accounting Statements 2019/20 – to approve and sign

**59/20. Finance Regulations-** to approved the revised addition and removal of the Finance Policy statement of October 2018. – circulated with the Agenda

**60/20. Risk Management Schedule** – to receive, consider and approve the Risk Management Schedule 2020/21 – circulated with the Agenda

**61/20. Accounts** – to approve all the accounts circulated to all Councillors for April, May and June 2020 this will include all expenditure and payments made. – circulated with the Agenda

**62/20. Operations Report** – circulated with the Agenda

**63/20. IT Provider** – To receive and consider a change of IT provider – report circulated with the Agenda

**64/20. Southwater Ghyll CIO**

- i) Update to be given in the meeting
- ii) Specification document to be considered – document circulated with the Agenda

**65/20. Lardner Hall Improvements** – to consider quotes received for improvements to the Lardner Hall to be completed in August 2020. – quotes circulated with the Agenda

**66/20. The Ghyll/Leisure Centre Reception** – to consider quotes received for improvements for the Reception area of The Ghyll – quotes circulated with the Agenda

**67/20. Annual Neighbourhood/Community Wardens Annual Report 2020** – circulated previously

**68/20. To receive, consider and approve the quotes received for Tree Works required as a result of the 2020 Recent Tree Survey carried out by David Archer Associates – on all Parish Council owned land.**  
– quoted amounts circulated with the Agenda

**69/20. To Elect Lead Councillors and Deputy Lead Councillors for the following:-**

**Green & Boundaries**  
**Public Realm**  
**Play & Leisure**  
**Amenities**

**70/20. Neighbourhood Plan** – To receive, consider and approve the steering group recommendations as

discussed at the extraordinary meeting held under delegated powers on 8<sup>th</sup> July 2020 – circulated with the Agenda

**71/20 Council Meeting Dates for 2020/2021**

**72/20. DATE OF NEXT MEETING – 16<sup>th</sup> September 2020**

**IF YOU ARE INTERESTED BECOMING A PARISH COUNCILLOR AND REPRESENTING YOUR COMMUNITY PLEASE CONTACT THE PARISH CLERK ON 01403 733202 OR EMAIL:**

**[clerk@southwater-pc.gov.uk](mailto:clerk@southwater-pc.gov.uk)**

**DAWN SPOUGE - CLERK to the Council**

**23<sup>rd</sup> July 2020**