



**ALDINGBOURNE PARISH COUNCIL**

Parish Council Office: 64 Worcester Road, Chichester, West Sussex, PO19 5EB

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Date: 24<sup>th</sup> December 2020

**Dear Councillor,**

You are hereby summoned to a remote meeting<sup>1</sup> of the Aldingbourne Parish Council Full Council ordinary meeting to be held via Zoom on 5<sup>th</sup> January 2021 at 7pm.

To join the meeting please click on the link below:

Clerk to Aldingbourne PC is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting:

<https://us02web.zoom.us/j/86343475666?pwd=Z1ZjQ3R3ZGpZd2pQRnhGcE1vdWpWdz09>

Meeting ID: 863 4347 5666

Passcode: 516991

If you would like to join the meeting please contact the office on [assistant.clerk@aldingbourne-pc.gov.uk](mailto:assistant.clerk@aldingbourne-pc.gov.uk) before 12pm on the 4<sup>th</sup> January 2021.

Faithfully

Sue Simpson  
(Locum Clerk)

Note: Members of the Press & Public are invited to attend under the Public Bodies (Admission to Meetings) Act 1960.

Under the Openness of Local Government Bodies Regulations 2014, any members of the public or press are allowed to take photographs, film and audio record the proceedings and report on all public sections of the meeting.

Under the Local Government Act (LGA) 1972 Sch 12 10(2)(b), Council are unable to make any decision on matters not listed within the agenda.

This meeting is being held remotely under the Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020

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<sup>1</sup> Remote Meeting – Amendments to Standing Orders August 2020

## AGENDA

1. Apologies for absence:  
To receive apologies for absence.
2. Declarations of Interest:  
Declarations under the Code of Conduct – Members are reminded that they are required to make a declaration in relation to any item on this Agenda in which they may have an interest.  
**To note**
3. Public Participation  
The Public Forum will last for a period of up to 15 minutes during which members of the public may ask layout, or draw attention to, relevant matters relating to the business on the agenda. Each speaker is limited to 3 minutes. Business of the meeting will start immediately following the public forum.
4. Minutes of Previous Meeting  
To receive and approve the minutes of the Full Council meeting held on the 3<sup>rd</sup> October, 2<sup>nd</sup> December 2020 and the minutes from the Extraordinary Meeting held on the 8<sup>th</sup> December 2020 previously circulated and placed on the website.
5. To consider any urgent matters that cannot wait until the next meeting  
For council to discuss any matters considered urgent. **To note and discuss**
6. To receive the minutes from the following committees:  
a Planning Committee – 8<sup>th</sup> December 2020  
b Finance Committee - 17<sup>th</sup> December 2020
7. County and District Councillor Reports:  
a To receive a report from the County Councillor  
b To receive a report from the District Councillor
8. To adopt the updated Standing Orders, Financial Regulations and Scheme of Delegation  
For Council to approve and adopt the updated governance documents.
9. To receive reports from the following Working Groups/Societies/Clubs:  
a Allotment Society  
b Footpaths Working Group  
c Communications Working Group  
d ADALC  
e ACSC
10. Finance –  
a To discuss the budget for 2021/2022  
b To discuss and approve the precept for 2021/2022  
c To approval the payments as listed below:

| Date of Invoice | Name                    | Invoice Number | Payment method | Description                                   | NET     | VAT     | Total amount including VAT |
|-----------------|-------------------------|----------------|----------------|---|---------|---------|----------------------------|
| 03.11.20        | ICO                     |                | Cheque         | Information Commissioners                     | £35.00  |         | £35.00                     |
| 30.11.20        | MH Kennedy              | 13528          | Cheque         | Grounds Maintenance                           | £158.00 | £31.60  | £189.60                    |
| 31.12.20        | L Shaw                  |                | Cheque         | Assistant Clerk's Salary covering Oct/Nov/Dec |         |         | £1,663.44                  |
| 08.12.20        | Castle Consultancy      | 98             | Cheque         | Production of Statement of T's & C's          | £110.00 | £22.00  | £132.00                    |
| 31.12.20        | Lindy Nash              |                | Cheque         | Clerk's Salary covering Dec                   |         |         | £1,268.84                  |
| 31.12.20        | MH Kennedy              | 13573          | Cheque         | Grounds Maintenance                           | £13.20  | £66.00  | £79.20                     |
| 17.12.20        | Eastergate Village Hall |                | Cheque         | Christmas Hampers Donation                    |         |         | £500.00                    |
|                 |                         |                |                |   |         |         |                            |
|                 |                         |                |                | <b>Total</b>                                  | £316.20 | £119.60 | £3,868.08                  |

11. Exempt Business – for council to move to exempt business in accordance with the Public Bodies (Admission to Meetings) Act 2060 to exclude the public and press for discussion of the following personal or confidential matters (staffing) where publicity might be prejudicial to the special nature of the business.

The next Full Council meeting will be held on the 2<sup>nd</sup> February 2021