



**ALDINGBOURNE PARISH COUNCIL**

Parish Office: C/o Aldingbourne Community Sports Centre, Olivers Meadow, Westergate, PO20 3YA

Office Number: 07523 243068 Email: [clerk@aldingbourne-pc.gov.uk](mailto:clerk@aldingbourne-pc.gov.uk)

Date: 25<sup>th</sup> February 2021

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 2<sup>nd</sup> March 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/85258317319?pwd=Q3JoWkx4NHZPWXRZcnFDa2N1bFdrQT09>

Meeting ID: 852 5831 7319

Passcode: 031265

If you would like to join the meeting please contact the office on [clerk@aldingbourne-pc.gov.uk](mailto:clerk@aldingbourne-pc.gov.uk) before 12pm on the 1<sup>st</sup> March 2021.

Faithfully

Lindy Nash  
(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

---

<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, 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 Meetings held by Council  
To receive and approve the minutes of previous committee meeting previously circulated and placed on the website.
  - a. Full Council meeting held on the 2<sup>nd</sup> February 2021
  - b. Planning Committee held on the 9<sup>th</sup> February 2021
5. Matters arising from the Minutes of 2 February  
To discuss many matters arising from the last minutes relating to the meeting of 2<sup>nd</sup> February 2021.
6. To consider any urgent matters that cannot wait until the next meeting  
For council to discuss any matters considered urgent. To note and discuss
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 Code of Conduct, Asset Register, Risk Assessments and note the updating of the Declarations of Interest  
For Council to approve and adopt the updated governance documents.
9. To agree actions needed to progress APC Councillor Recruitment
10. To receive reports from the following Working Groups/Societies/Clubs:
  - a Allotment Society
  - b Footpaths Working Group
  - c Communications Working Group
  - d ADALC – to include appointment of an APC representative
  - e ACSC
11. Finance –
  - a) To approval the payments as listed below:

Date of Invoice	Name	Invoice Number	Payment method	Description	NET	VAT	Total amount including VAT
28.01.21	Fandango	1016	Cheque	Facebook Management	£120.00	£24.00	£144.00
28.02.21	Louise Shaw		Cheque	Assistant Clerk's Salary covering Feb'21			tbc
28.02.21	Lindy Nash		Cheque	Clerk's Salary covering Feb'21			tbc
28.02.21	Sue Simpson		Cheque	Locum's Salary covering Feb'21			Tbc
31.10.21	Adams Hendry	12339	Cheque	Planning Advice	862.50	172.50	1035.00
				<b>Total</b>	£982.50	£196.50	£1179.00

It is further noted that an amendment needed to be made to the salary amount noted in the Schedule of Payments at last month's Full Council meeting for L Nash's Salary to the end of January. It was noted as £866.88 but should have been noted as £721.60.

12. 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 6<sup>th</sup> April 2021

