

## SARRATT PARISH COUNCIL

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### To all Members of the Parish Council

**CLrs:** Sarah Dobson, Coral Bloom, John E. Gell, John Rugg, Dave B. Rees, Anthony M. Soothill, Peter Thorp, Simon Diggins.

Copy To:- County Cllr. Williams.  
District Councillors Butler

**Note:- Public and Press are welcome.**

**Parishioners and other interested individuals are invited to attend and take part in the proceedings via Zoom. The link invitation is as follows:**

Topic: SPC Annual Statutory Meeting  
Time: May 12, 2020 07:30 PM London

Join Zoom Meeting  
<https://us02web.zoom.us/j/81145336166>

Dear Councillor,

You are hereby summoned to attend the meeting of the **SARRATT PARISH COUNCIL** to be held remotely, on **Tuesday 12<sup>th</sup> May 2020 at 7.30pm**, when it is proposed to transact the business specified in the following Agenda.

### AGENDA

#### **67/20 ELECTION OF CHAIR**

To elect a Chair of the Parish Council for the year 2020/21

#### **68/20 DECLARATION OF ACCEPTANCE OF OFFICE.**

To receive the Declaration of Acceptance of Office from the Chair

#### **69/20 ELECTION OF VICE CHAIR**

To elect a Vice Chair of the Parish Council for the year 2020/2021

**70/20 APOLOGIES AND ANNOUNCEMENTS.**

To receive and accept apologies for absence

**71/20 DECLARATIONS OF INTEREST**

To receive any “Declarations of Interest” in items on the agenda

**72/20 CO-OPTION OF COUNCILLORS**

Following no candidates arising from the TDRC advertisement for the post of Councillor.

**73/20 APPOINTMENT LEAD AND DEPUTY MEMBERS OF WORKING GROUPS**

To elect Lead members and Deputies for the following Groups: -

- a. Policy & Resources
- b. Highways
- c. Environment
- d. Planning
- e. Neighbourhood Plan

**74/20 APPOINTMENT OF REPRESENTATIVES TO OTHER BODIES**

To appoint representatives to the other bodies’ current reps listed

King George V Trustees	2 Representatives:	Cllrs Rugg & Rees
Sarratt Village Hall	1 Representative:	Cllr Soothill
Days Charity	1 Representative:	Cllr Rees
London Green Belt Council	1 Representative	Cllr Gell
Joint Committee of Parish Councils	3 Representatives and Clerk	Chair, Vice Chair
Environmental Forum	1 Representative	Cllr Bloom
HAPTC	2 Representatives	Chair & Clerk
Chandlers Cross Residents Association	1 Representative	Cllr Gell

**75/20 REVIEW OF STANDING ORDERS AND FINANCIAL REGULATIONS**

To Adopt Revised Standing Orders and amendment and Review Financial Regulations

**76/20 REVIEW OF ASSET REGISTER**

To review the schedule of assets (attached).

**77/20 REVIEW OF COUNCILS RISK ASSESMENT REGISTER**

To review and approve the Councils Risk Assessment Register. (attached)

**78/20 REVIEW OF COUNCILS MEMBERSHIP OF OTHER BODIES**

To review the list of organisations that the Council is a member of and to make suggestions of any that should be on the list. (attached)

**79/20 REVIEW OF COUNCILS COMPLAINTS PROCEDURE**

To review complaints procedure (attached)

**80/20 REVIEW OF COUNCILS PROCEDURE UNDER FREEDOM OF INFORMATION**

To review Freedom of Information procedure (attached)

**81/20 REVIEW OF COUNCILS POLICY FOR DEALING WITH PRESS AND MEDIA**

To review Press & Media Policy (attached)

**82/20 MINUTES**

To confirm and sign the Minutes of the Council Meeting held on 21<sup>st</sup> April 2020

**83/20 COVID – 19 UPDATE**

**84/20 VE DAY UPDATE**

**85/20 TO RECEIVE REPORTS FROM REPRESENTATIVES WHO HAVE ATTENDED MEETINGS ON BEHALF OF THE COUNCIL**

**86/20 TO RECEIVE AND NOTE THE CLERK'S REPORT**

Clerk's report attached

**67/20 ANNUAL PARISH REPORT**

**PLANNING**

**87/20 LEAD COUNCILLOR'S REPORT**

**88/20 TO COMMENT ON PLANNING APPLICATIONS**

To discuss and agree comments on the planning applications on the attached sheet.

**89/20 TO NOTE PLANNING DECISIONS**

To note the planning decisions

**POLICY & RESOURCES**

**90/20 LEAD COUNCILLOR'S REPORT**

**91/20 BANK MANDATES**

To update Council on progress of Internet Banking and change of signatories

**92/20 APPROVAL OF CHEQUES**

To approve the cheques to the total of £ **26631.10**

**ENVIRONMENT**

**93/20 LEAD COUNCILLOR'S REPORT**

**94/20 GREENS/FOOTPATH**

Copy of footpaths report attached.

**95/20 ALLOTMENTS UPDATE**

**HIGHWAYS**

**96/20 LEAD COUNCILLORS REPORT**

**97/20 PUBLIC QUESTION TIME**

**98/20 COUNCILLORS QUESTIONS & COMMENTS**

To receive questions and comments from Councillors

**99/20 DATE OF NEXT MEETING**

The date of the next meeting will be Tuesday 9th June 2020

*Caroline Owen*

Clerk to the Council

Date: 5<sup>th</sup> May 2020