

# Capel Parish Council

Emma Ivory – Clerk  
Falmouth Place, Five Oak Green  
TN12 6RD clerk@capelpc.co.uk

To All Parish Councillors.

ALL COUNCILLORS ARE HEREBY SUMMONED to a **meeting of the PARISH COUNCIL** to be held in virtually at **7:30pm on Monday 25<sup>th</sup> January 2021** when it is proposed to transact the business shown in the agenda below. The Meeting will be open to the press and public.

Emma Ivory

Clerk

Date of Issue: 19<sup>th</sup> January 2021

Any members of the public or press wishing to join the meeting should use the below Zoom link

<https://us02web.zoom.us/j/85642903559?pwd=bHUzNGpSNjJCOTdnbkdbDFmdDhZz09>

## AGENDA

Minute No	Agenda No
	1) Administration – Mobile phones
669	2) <b>APOLOGIES</b> – to receive and accept apologies for absence.
670	3) <b>DECLARATIONS OF INTEREST.</b> To receive declarations of pecuniary and non-pecuniary interests.  Where any councillor has a Disclosable Pecuniary Interest (as defined in the Members' Code of Conduct) in any matter to be considered at a meeting of the Council, a committee, sub-committee or joint committee, they must withdraw from the meeting room during the whole of the consideration of that matter and must not participate in any vote on that matter unless a dispensation has been obtained from the Monitoring Officer.
671	4) <b>CHAIRMAN'S ANNOUNCEMENTS</b>  a) Update on Vacant Councillor position
672	5) <b>APPROVAL OF MINUTES</b>  a) To consider the minutes of the virtual Full Council Meeting of 21st December 2020 and if in order to authorise the Chair to sign as a true and accurate record at a later date.
673	6) <b>MATTERS ARISING FROM PREVIOUS MINUTES NOT COVERED IN CURRENT AGENDA</b>
674	7) <b>EXTERNAL REPORTS</b>  a) Borough Councillors Report  b) County Councillors Report i) Progress of additional signage on the bridge Whetsted bridge, Five Oak Green as per previous discussion on 7 <sup>th</sup> September full council meeting when Sarah Hamilton agreed the matter had been outstanding for a considerable amount of time.

# Capel Parish Council

## 675 8) COMMITTEE REPORTS

- a) Finance & Resources Committee
  - i) To receive accounts as at 28 December 2020
  - ii) To receive bank reconciliation and bank statements as at 28 December 2020
  - iii) To receive reserves as at 28 December 2020
  - iv) To receive list of payment for approval
- b) Staff, Office & Administration
- c) Planning Committee
- d) Flooding Committee – to note the minutes of 16<sup>th</sup> December 2020.
- e) Housing & Memorial Cottages Committee
  - i) To receive the minutes of 19<sup>th</sup> November 2020, noting the recommendation to provide both tenants LED bulbs, as per the recommendation of the Energy performance Certificate report.
  - ii) To receive the minutes of the 14<sup>th</sup> January 2021 and to **Resolve** the recommendation to extend the existing tenancy agreement with No 10 for a further 6 months due to the current COVID restrictions and complications with advertising and the viewing of the property.
- f) Recreation Ground Improvements and Regeneration Committee

## 676 9) PARISH MATTERS

- a) Neighbourhood Plan Working Party
- b) Update on Save Capel
- c) To **Resolve** to spend the additional money necessary to have the village gateway restored.

## 677 10) REPRESENTATION AT MEETINGS

## 678 11) CORRESPONDENCE RECEIVED

## 679 12) QUESTIONS FROM MEMBERS

## 680 13) CLERK'S REPORT

681 14) **OPEN SESSION** - To adjourn the meeting to enable any members of the public present to address the Council. Questions to be submitted at least two clear days in advance. Questions to be read by Chair and answered at the meeting if possible, if not possible Clerk to respond in writing following the meeting.

682 15) **DATE OF NEXT MEETING** – Monday 22nd February 2021. This meeting will be held virtually using Zoom.

Legislation allows for meetings to be recorded by anyone attending. Persons intending to record or who have concerns about being recorded should please speak to the Clerk ahead of the meeting.