

Capel Parish Council

Madeline Boyle – Clerk
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To All Parish Councillors.

ALL COUNCILLORS ARE HEREBY SUMMONED to a **meeting of the PARISH COUNCIL** to be held Capel Village Hall, Falmouth Place, Five Oak Green at **7:30pm on Monday 26th July** when it is proposed to transact the business shown in the agenda below. The Meeting will be open to the press and public.

Madeline Boyle

Clerk

Date of Issue: 19th July 2021

AGENDA

Minute No	Agenda
	1) Administration – Fire Exits, Fire Meeting Point, Mobile Phones, Sanitisation measures, intention to record or film the meeting.
741	2) APOLOGIES – to receive and accept apologies for absence.
742	3) DECLARATIONS OF INTEREST. 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.
743	4) CHAIRMAN'S ANNOUNCEMENTS a) Welcome to the new Parish Council Manager and Clerk, Louise Goldsmith
744	5) APPROVAL OF MINUTES a) To consider the minutes of the Full Council Meeting of 28 th June 2021 and if in order to authorise the Chair to sign as a true and accurate record at a later date.
745	6) MATTERS ARISING FROM PREVIOUS MINUTES NOT COVERED IN CURRENT AGENDA a) The co-option of William Malpas onto Capel Parish Council. To discuss committee options.
746	7) EXTERNAL REPORTS a) Borough Councillors Report b) County Councillors Report

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747 8) COMMITTEE REPORTS

- a) Finance & Resources Committee
 - i) To receive recommendation for grant funding
 - ii) To receive report on the bank accounts and reserves as at 28 June 2021
 - iii) To receive accounts as at 28 June 2021
 - iv) To receive bank reconciliation and bank statements as at 28 June 2021
 - v) To receive reserves as at 28 May 2021
 - vi) To receive list of payment for approval
- b) Staff, Office & Administration
- c) Planning Committee
- d) Flooding Committee
- e) Memorial Cottages & Housing Committee
- f) Recreation Ground and Allotments Committee

748 9) PARISH MATTERS

- a) Neighbourhood Plan Working Party
- b) Update on Save Capel
- c) Climate Emergency
 - i) Update on Electric Vehicle Charging Point Scheme
- d) Alarm system in Parish Office: **Resolve:** To decide which option for the dialler alarm system.
- e) Voting for Citizen of the Year

749 10) HIGHWAYS

- a) Update on Village Gateway
- b) Colts Hill Junction
- c) Update on Parish Bus Stop Shelter Grant

750 11) REPRESENTATION AT MEETINGS

751 12) CORRESPONDENCE RECEIVED

752 13) CLERK'S REPORT

753 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.

754 15) DATE OF NEXT MEETING – Monday 6th September 2021

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.