



PULBOROUGH PARISH COUNCIL

Working together for a better future

ATTENTION: THE PUBLIC HAVE A RIGHT TO ATTEND THIS MEETING AND THEREFORE A PUBLIC SPEAKING ITEM HAS BEEN INCLUDED ON THE AGENDA.

ANY RESIDENT WISHING TO SPEAK ON ANY ITEM SET OUT ON THIS AGENDA MUST INFORM THE PARISH CLERK NO LATER THAN 12 NOON THE DAY PRIOR TO THE MEETING.

Members of the public are welcome to attend all Council and Committee meetings – please check www.pulboroughparishcouncil.gov.uk in case of any cancellations.

Members of the public wishing to hear this virtual meeting may do so by telephone, access details are at the foot of the agenda.

You are hereby SUMMONED to an Ordinary Meeting of Pulborough Parish Council which will be held **virtually/online** on **Tuesday, 28th July 2020 at 7.00pm.**

The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings (England and Wales) regulations 2020 (“the Regulations”) came into force on 4th April 2020. The Regulations enable local councils to hold remote meetings (including by video and telephone conferencing) for a specified period until May next year.

**Heather Knight
Clerk**

Dated: 21st July 2020

Swan View, Lower Street, Pulborough, RH20 2BF
Tel: 01798 873532 clerk@pulboroughparishcouncil.gov.uk

AGENDA

- 1. Apologies for Absence**
Chairman's welcome and to approve apologies for absence.
- 2. Declarations of Interest and Changes to Register of Interests**
To receive Councillors' declarations of interest on any of the agenda items and to note any changes to Councillors' Register of Interests.
- 3. Minutes of Full Council**
To approve the Minutes of the online Council Meeting held 26th May 2020 (*attached*) and to receive the Clerk's report on issues raised at the meeting.
- 4. Adjournment for public speaking:-**
The Chairman will invite those residents who have given formal notice to speak once only in respect of:
 - a) business itemised on the agenda and residents shall not speak for more than **5 minutes** or **10 minutes** if he/she is speaking on behalf of others such as a residents' group.
 - b) if time permits, any other business not itemised on the agenda for which no discussion/decision is permitted, and residents shall not speak for more than **2 minutes**.
- 5. Internal Audit Report 2019/20 (Final)**
To consider Final Internal Audit Report 2019/20 from Auditing Solutions (*copied to Council*)

6. **End of Year Accounts and Annual Governance and Accountability Return (AGAR)**
(attached)
 - To receive and note the signed Annual Internal Audit Report 2019/20 section of the AGAR
 - To consider the Annual Governance Statement 2019/20 (Section 1, AGAR) and the Council's response to each statement, and to approve that Section 1 be signed by the Chairman of this meeting and by the Clerk
 - To consider approving the Annual Accounts for the year ended 31st March 2020
 - To consider the Accounting Statements 2019/20 (Section 2, AGAR) and to approve the Accounting Statements, and that Section 2 be signed by the Chairman of this meeting, having been signed by the Responsible Financial Officer prior to presentation.
7. **Sports Pavilion Rebuild Project**
 - To consider continuation of professional services of newly formed Studio 5 (London) Design Ltd under the same terms as agreed with Studio 5 Architects Ltd;
 - To consider approving Studio 5 seeking pre-planning application advice from Horsham District Council, at a cost of £360 + VAT (Studio 5 costs) and approximately £500-£750 (HDC costs) *(copied to Council)*
8. **Sports Pavilion – Snooker Room roof leak**

To consider quotation (if available) for urgent remedial works following further leaks over Snooker Room, including damage to one snooker table. *(Quotation for similar work in 2019 was c£1,800) (attached if available)*
9. **New Parish Council Website – referred from F&P C'ttee 23.06.20**

To consider quotations of £1,200 + VAT (JNR Computer Services) and £1,345 + VAT (Vision ICT) for development, installation and hosting/maintenance of new website, as allowed for in budget setting, using Community Benefit fund EMR. *(Officer report and recommendation copied to Council)*
10. **Planning Applications**

To consider any planning applications received for comment not dealt with by email consultation *(none received at time of agenda publication)*
11. **Neighbourhood Plan Reg. 16 Consultations**

To consider whether the Council wishes to comment on Reg. 16 consultations for Billingshurst, Ashington and Steyning Neighbourhood Development Plans *(copied to Council)*
12. **Correspondence**

To note items of correspondence as per list circulated. *(List to be circulated to Council).*
13. **Chairman's Announcements and Urgent Matters**

Members of the public wishing to hear the meeting live should dial: 0203 8555316 (normal local call rate applicable)

CONFERENCE I.D. FOR THE MEETING: 199 277 541#

You will be asked your name and allowed audio access only, unless you have pre-registered to speak or are a Member of the Parish Council.

Meetings will be recorded for officer note taking purposes and destroyed thereafter.