

To: **All St Martha Parish Councillors**

You are hereby summoned to attend the meeting of St Martha Parish Council to be held remotely via the Zoom application on **Wednesday 17th June 2020 at 11:00 a.m.** for the purpose of transacting the following business. Members of the public and press have a right and are cordially invited to be present at the meeting.

In accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020. Please use these details to join the meeting:

<https://zoom.us/j/91929397570?pwd=TDZ5ZVJveExXMjNWVDVnRnZZQ0dwZz09>

ID: 919 2939 7570

Password: Contact the Clerk – 07976 778864

Anne Tait (Clerk)

The Chairman will set out the procedure for conducting the meeting via the remote platform Zoom. See log-in details above.

AGENDA

1. APOLOGIES AND REASON FOR ABSENCE

2. THE ANNUAL MEETING OF THE PARISH COUNCIL - Cllrs to AGREE on the following options for holding the Annual Parish Meeting:

1. Hold the Annual Meeting of the Parish Council by Zoom – date to be agreed
2. Postpone the Annual Meeting of the Parish Council until Councils can physically meet again
3. Not to hold an Annual Meeting of the Parish Council in 2020 and allow all appointments to continue until May 2021

3. CO-OPTION OF A PARISH COUNCILLOR John-Pierre Pugh to sign the Declaration of Acceptance of Office of Parish Councillor

4. DECLARATION OF INTERESTS by Members on agenda items

5. MINUTES To be agreed and signed by the Chairman as a true record the Minutes of the Ordinary St Martha Parish Council meeting held on 22nd April 2020

6. PUBLIC SESSION The next fifteen minutes are available for the public to express a view or ask a question on relevant matters on the following Agenda. The public are welcome to stay and observe the rest of the meeting.

7. REPORTS:

To receive Reports, Communications and Updates (for information only, or to be discussed at a future Council meeting).

- Parish Clerk
- Borough Councillors (5 Minutes)
- Surrey County Councillor Report (10 Minutes)
- Parish Councillors

1. Cllr C. Price report on the Shalford Parish Council Meeting held on 21/05/2020

2. The Chairman to report on the progress of a meeting with Shalford PC regarding Chilworth Post Office

8. THE GUNPOWDER MILLS

a) West Lodge:

- Cllrs to note residents' comments on West Lodge Planning Application

9. PLANNING

(a) Outcome of those applications previously reported:

(b) Notice of those received since last meeting (22/04/2020), and Cllrs to discuss and agree a response to GBC on application:

20/P/00821: Roseacre House, 23 Roseacre Gardens, Chilworth, GU4 8RQ

10. HIGHWAYS AND RIGHTS OF WAY

- a) To bring any highways or other matters to the attention of Surrey County Council and Guildford Borough Council.

11. CHILWORTH WAR MEMORIAL Cllr Allen to report on the damage to the stonework

12. CORRESPONDENCE The Clerk to present any correspondence to Cllrs following the publication of this Agenda

13. FINANCIAL MATTERS

(a) Cllrs to **RECEIVE and APPROVE** and sign the schedule of cheques

(b) Cllrs to **RECEIVE and APPROVE** the bank reconciliation for March and April 2020

(c) Cllrs to **RECEIVE and APPROVE** the St Martha Annual Accounts for year ended 31/03/2020

(d) Cllrs to approve Section 1 of the Annual Governance and Accountability Return (AGAR) 2020/21
The Chairman to sign.

(e) Cllrs to approve Section 2 - the Accounting Statements of the AGAR 2020/21
The Chairman to sign

(f) Cllrs to agree to submitting a Certificate of Exemption for a smaller authority where the gross income or gross annual expenditure does not exceed £25,000. The Chairman to sign

14. ITEMS FOR THE NEXT MEETING

To receive requests for items for discussion at the next meeting

15. DATE OF NEXT COUNCIL MEETING: Wednesday 15th July 2020