

## NOTICE OF PARISH COUNCIL MEETING

I hereby give notice that a Meeting of Ashurst and Colbury Parish Council will be held online, via Zoom:

**on Tuesday, 16<sup>th</sup> March 2021 at 7.30pm.**

**Join Zoom Meeting**  
**<https://us02web.zoom.us/j/82221260192>**

**Meeting ID: 822 2126 0192**

**All Members of the Parish Council** are summoned to attend for the business of considering and resolving upon matters as set out hereunder.

### AGENDA

- 19/169 Apologies for Absence**
- 19/170 Disclosure of Interest in an Agenda Item.**  
Councillors are reminded that, under the Code of Conduct, if they have a personal or pecuniary interest in any item on the agenda they must declare it now.
- 19/171 Public Participation**  
A fifteen-minute period will be allowed for members of the public, with the approval of the Chairman, to have the opportunity to make representations, raise issues, or ask questions.  
**(Please raise your hand so the Chair can see that you wish to ask a question).**
- 19/172 Approval of the Minutes of the Previous Full Council Meeting as a Correct Record of Proceedings, and Matters Arising / Action Updates From those Minutes.**
- 19/173 Reports.** To receive reports and relevant information from;
- 1. County and District Councillors**
  - 2. Committee Chairs**
  - 3. Parish Councillors**
  - 4. Police / Neighbourhood Watch.**
- 19/174 Staffing Matters.** Following the Parish Clerk's resignation, to agree
- 1. To start the recruitment process to appoint a new Clerk**
  - 2. To consider and agree the advert, pay scale, job description and person specification**
  - 3. To agree and appoint a Staffing Committee to manage the process going forward**
  - 4. To agree the appointment of a locum clerk for the interim period.**
- 19/175 Risk Assessment.** To review and agree the Council's Risk Assessment.
- 19/176 Grant Requests.** To review grant requests and approve funding if so desired.
- 19/177 Online Banking Matters.**
- 1. Revision of Financial Regulations and Standing Orders.** Updated to take account of online banking.
  - 2. New Bank Signatories.** To agree two more new signatories for the parish council's bank accounts.
- 19/178 Accounts and Clerk's Update.** To:
- 1. Receive and approve the Monthly Schedule of Payments**
  - 2. Receive any relevant information from the Clerk, including any decisions taken under delegated powers.**
  - 3. Correspondence**
    - **Letter regarding the Greening campaign**
- 19/179 Items for Discussion at the Next Meeting.**

