

ALVINGTON PARISH COUNCIL

Friday 27th August 2021

To all members of the Council

You are hereby summoned to participate in the Council Meeting of Alvington Parish Council as detailed below to transact the following business. **N.B.: Further information on certain items is contained in the [meeting pack](#), as indicated below.**



Ms Meg Humphries, Clerk to the Council

Members are reminded that the Council has a duty to consider the following matters in the exercise of any of its functions: Equalities, Crime and Disorder, Health and Safety and Human Rights.

Agenda for Alvington Full Council Meeting

Thursday 2nd September 2021 at 7.30 pm at Alvington Memorial Hall

- 1. To receive apologies for absence.**
- 2. To note declarations of interest relating to the agenda.**
- 3. To approve the accuracy of the [draft minutes of the Full Council Meeting on 01.07.21](#).**
- 4. Public forum.**
- 5. To receive/note any reports from county and district councillors for the parish.**
- 6. To receive an update from Barbara Pond (GRCC) on the parish's housing needs survey (autumn 2021)**
- 7. Planning.**
 - a) To receive any progress reports on local planning matters.
- 8. Village**
 - a) To consider the [first draft brief for the churchyard mowing/maintenance contract for 2022-24](#).
 - b) To note any updates on village/parish improvement matters (see [meeting pack](#)).
- 9. Sports Field**
 - a) To review Alvington Summer Fun, held on 25th July.
 - b) To consider future fundraising events.
 - c) Pavilion project: to receive any updates.
 - d) Play equipment: to receive any updates on repairs.
 - e) To receive any reports on other Sports Field matters.
- 10. Churchyard**
 - a) To receive any reports on other churchyard matters.
- 11. Highways**
 - a) To note any updates on Highways matters (see [meeting pack](#)).
 - b) Highways Local Fund: to agree requests to County Councillor Chris McFarling.
 - c) Pedestrian crossing: to receive updates
 - d) Pedestrian crossing: to select a company to produce designs (following further research and discussions with two 'finalist' companies).

12. Finance

- a) To ratify the payments of invoices and expenses paid in late July-August 2021 (due to there being no meeting in August).

TO WHOM	DETAILS	AMOUNT
CASH	Temporary withdrawal to cover float for fun day	130.00
Meg Humphries	Clerk Pay July 2021	295.08
Merlin Waste	Dog Bins: July 2021	50.67
Richard Morgan	Grasscutting – Churchyard July 2021	111.00
Community Action Suffolk	Event insurance for Fun Day	44.80
Meg Humphries	Reimbursement for Fun Day flyers and Temporary Events Notice	88.58
Richard Heys	Reimbursement for Fun Day prizes, gazebo hire and raffle books	146.58

- b) To approve payment of [invoices and expenses from the past month.](#)

TO WHOM	DETAILS	AMOUNT
Meg Humphries	Clerk Pay August 2021	295.08
Merlin Waste	Dog Bins August 2021	73.67
Richard Morgan	Churchyard mowing August 2021	222.00

- c) To note the [receipt of income received since the last meeting.](#)
d) To confirm arrangements for the internal controls checks for Quarter 1 of 21/22.
e) To note the [bank reconciliation for Quarter 1 of 21/22](#) (to be signed by the member nominated in the previous item).
f) To note the [budget statement for Quarter 1 of 21/22.](#)
g) Online banking: to note any progress on online banking authorisation access for all councillors.

13. To note [correspondence for information.](#)

14. Council

- a) To receive the [Clerk's Report.](#)
b) To receive councillors' reports and items for future agenda.
c) To note the date of the next council meeting: September Full Council: Thursday 7th October 2021, 7.30 pm in Alvington Memorial Hall.