

ALVINGTON PARISH COUNCIL

Thursday 29th June 2023

To all members of the Council

You are hereby summoned to attend the Council Meeting of Alvington Parish Council as detailed below to transact the following business.



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: Full Council, Thursday 6th July 2023, 7.30 pm at Alvington Memorial Hall

1. To receive apologies for absence.
2. To note any declarations of interest relating to the agenda.
3. To approve the accuracy of the [draft minutes of the Full Council Meeting on 01.06.23](#).
4. To co-opt a councillor to fill the existing vacancy.
5. Public forum.
6. To receive/note any reports from county and district councillors for the parish.
7. Planning.
 - a) To receive any planning updates.
8. Village.
 - a) To review allotment arrangements and terms.
 - b) To ratify the purchase of replacement defibrillator pads due to the expiry of the previous set, at a cost of £73.14.
 - c) To approve the purchase of a replacement defibrillator battery due to the deterioration of the previous one, at a cost of approximately £400.
 - d) To note updates on village/parish improvement matters (see [meeting pack](#)).
9. Sports Field.
 - a) Alvington Summer Fun 23/7/23: event planning progress
 - b) Pavilion project: to receive any updates.
 - c) Pavilion project: To review the solicitor's letter of engagement and terms of business (as circulated to all members via email).
 - d) Pavilion project: To review the solicitor's first draft of the deed of easement in connection with the water pipe (as circulated to all members via email).
 - e) To receive any other reports on the sports field.
10. Churchyard.
 - a) To receive updates on any churchyard matters.
11. Highways.
 - a) Road safety: to receive any updates including partnership work with Aylburton Parish Council.
 - b) To note the launch of a Highways survey to gather views from the public.
 - c) To note any updates on Highways matters (see [meeting pack](#)).

12. Finance.

a) To approve the [payments for July 2023](#):

M Humphries	Clerk Pay June 2023	£337.98
R Morgan	Churchyard grass June 2023	£228.00
R Morgan	Garlands Rd grass June 2023	£40.00
G Thompson	Reimbursement for licence for fun day	£21.00
N Powell	Reimbursement for coronation event stock	£202.82
PATA	Payroll services Q1	£25.80
ICO	Data protection annual fee	£40.00
TrunkArb	Tree survey/plotting trees on map	£450.00
Community Heartbeat T.	Defib pads – replacements due to expiry	£73.14

b) To note the receipt of [income received since the last meeting](#).

01/06/2023	Fun Day pitch hire – AL	£10.00
02/06/2023	Refund – Okells Francis Law	£20.00
02/06/2023	Fun Day pitch hire – AS	£10.00
09/06/2023	Bank interest	£22.00
19/06/2023	Coronation event – card machine takings	£92.30

c) To note the [Q1 Bank Reconciliation](#).

d) To note the [Q1 Budget Report](#).

e) To note the [Q1 Accounts Statement](#).

f) To assign the Q1 Internal Controls checks.

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

14. Council

a) To receive the [Clerk's Report](#).

b) To receive councillors' reports and items for future agendas.

c) To note the date of the next full council meeting: Thursday 7th September 2023 at 7.30 pm (No meeting in August).