

Issue date: 15 March 2020
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Parish Clerk

To: Broadclyst Parish Council Finance Committee Members
For Information: Broadclyst Parish Councillors, District and County
Ward Members, Press and Public.



BROADCLYST PARISH COUNCIL

FINANCE COMMITTEE MEETING

Members of the Press and Public are welcome to attend this meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960 (1) (2)

NB: There are no matters of a confidential and contractual nature for discussion under Part B (exclusion of press and public) this month)

You are hereby summonsed to an Ordinary Council meeting of Broadclyst Parish Council which will be held on Wednesday 20th May 2020 virtually via Microsoft Teams at [Join Microsoft Teams Meeting](#) (Ctrl+click to follow the link) for the purpose of transacting the following business:

Agenda Index

F20/025 RECORD OF VIRTUAL ATTENDANCE	2
F20/026 DISCLOSABLE PECUNIARY INTEREST	2
F20/027 PUBLIC QUESTIONS	2
F20/028 MINUTES	2
F20/029 DISCRETIONARY COMMUNITY GRANTS.....	2
F20/030 CLYST ROOM PARKING CHARGES.....	3
F20/031 LEVEL OF GENERAL AND EAR-MARKED RESERVES	3
F20/032 BOWLING GREEN	3
F20/033 YOUTH CLUB SERVICE LEVEL AGREEMENT (SLA)	3
F20/034 ACTION TRACKER	3
F02/035 CLOSE OF MEETING.....	3

AGENDA

F20/025 RECORD OF VIRTUAL ATTENDANCE

Present: to record Members present and the method / platform by which they are attending

Apologies: Schedule 12 of the Local Government Act 1972 requires a record be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Parish Clerk, as it is usual for the grounds upon which apologies are tendered to also be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are acceptable.

F20/026 DISCLOSABLE PECUNIARY INTEREST

Under the Localism Act 2011 (sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, members are required to declare any interests that are not currently entered in the member's register of interests or if he/she has not notified the Monitoring Officer of it. Requests for Dispensations should be made in writing to the Clerk in advance of the meeting.

Standing Orders will be suspended:

F20/027 PUBLIC QUESTIONS

To consider requests from members of the public to make representations, answer questions or give evidence in respect of Council business under Standing Orders. (The Chairman reserves the right to restrict this item to no longer than 15 minutes, with a maximum of 3 minutes per item). Please see notes on public speaking during virtual meetings on the last page of this agenda.

The meeting will reconvene under Standing Orders

F20/028 MINUTES

To receive for approval draft Minutes from the Finance and Governance Committee meeting on 17th March 2020

(NB these draft Minutes have been accepted by Council at its meeting on 4th May 2020, however they have not been approved as a correct record by the Committee);

F20/029 DISCRETIONARY COMMUNITY GRANTS

To receive a grant application from Tornadoes Netball Club for £745.38 for equipment needed for new couch to court project. (Equipment costs would normally be covered by fundraising, but this has not been able to take place due to Covid-19 restrictions).

The following items are included as requests made by councillors at Full Council on 4th May 2020

F20/030 CLYST ROOM PARKING CHARGES

To consider the motion to charge for parking on the two parking spaces on Parish Council-owned land between the Clyst room compound and pavement, to balance the non-domestic rates charged on the property (Cllr N Baker)

F20/031 LEVEL OF GENERAL AND EAR-MARKED RESERVES

To consider the levels of Council's general and ear-marked reserves. (Cllr K Straw)

F20/032 BOWLING GREEN

This council immediately stops funding maintenance of the bowling green.

The 20/21 budget we set before the crisis needs to be re-examined, as the loss of FLYBE jobs and the economic crisis caused by Covid, will impact our finances.

At the last council meeting we gave £3,000 to a local charity to help people in need in our parish. At a time of economic crisis we cannot justify maintaining a leisure pursuit for 20 – 25 people. (Cllr L Straw)

F20/033 YOUTH CLUB SERVICE LEVEL AGREEMENT (SLA)

To receive a report on current Youth Club provision during Covid-19 and to consider renewal the SLA.

F20/034 ACTION TRACKER

Actions arising from 17 March 2020:

- Cllr K Straw to write press release
- Cllr Massey to add volunteer and request forms to the Coronavirus website
- Clerk to print fliers and arrange distribution

To record any actions arising from this Committee meeting and to whom they have been allocated.

F02/035 CLOSE OF MEETING

Dated this 15th day of May 2020

Angie Hurren

Broadclyst Parish Council Clerk

ALL DOCUMENTS AVAILABLE IN LARGE PRINT

Public speaking during virtual meetings

Members of the public are welcome to virtually attend and speak on Agenda items at this meeting. Please note that there is no requirement or facility to record the details of the speaker before the day of the meeting. You can join the meeting as a guest by clicking the "Join Microsoft Teams Meeting" link at the top of this agenda.

The Chairman will suspend standing orders and invite questions from members of the Press and Public on items contained within this Agenda. Your microphone will be unmuted when it is your turn to speak, and you will then be able to speak on that matter only. You can use the chat function to indicate that you wish to ask a question.

Please note:

- All individual contributions will be limited to a period of 3 minutes – **where there is an interested group of objectors or supporters, a spokesperson should be appointed to speak on behalf of the group.**
- **Speakers should restrict their comments to Agenda items only.**
- The Chairman has the right and discretion to control questions and irrelevant points being raised to avoid disruption, repetition and to make best use of the meeting time.
- Speakers are asked not to come forward if their points have already been covered. After the public speaking period has finished the Chairman will reconvene the meeting under standing orders, the consideration of reports will begin; the public will take no further part in the meeting.
- All attendees at the meeting are asked to offer all speakers the courtesy of listening to others' points of view, even if they do not agree with it.
- The Chairman will not tolerate any interruptions from the public and is entitled to exclude people from the meeting if the business of the committee cannot be carried out effectively.

Inclusivity

We appreciate virtual meetings are not easy for everybody to attend. Should you have any special needs or require any reasonable adjustments to help you to make individual contributions, please contact the office in advance on 01392 360269. You may submit questions in advance of the meeting by phone or by emailing clerk@broadclyst.org

Recording of Meetings

Under the Openness of Local Government Bodies Regulations 2014, any members of the public are now allowed to take photographs, film and audio record the proceedings and report on all public meetings (including on social media).

- No prior notification is needed but it would be helpful if you could let Council's Officers know you plan to film or record so that any necessary arrangements can be made to provide reasonable facilities for you to report on meetings.
- This permission does not extend to private meetings or parts of meetings which are not open to the public. You should take all recording and photography equipment with you if a public meeting moves into a session which is not open to the public.
- If you are recording the meeting, you are asked to act in a reasonable manner and not disrupt the conduct of meetings for example by using intrusive lighting, flash photography or asking people to repeat statements for the benefit of the recording. You must not make an oral commentary during the meeting.
- The Chairman has the power to control public recording and/or reporting so it does not disrupt the meeting.
- Members of the public exercising their right to speak during Public Question Time, but do not wish to be recorded, need to inform the Chairman who will instruct those taking a recording to cease while they speak.