




AGENDA

COLLIER STREET PARISH COUNCIL COUNCILLORS ZOOM MEETING

is scheduled to take place on
Monday 14th June 2021
commencing at 7.00pm

ZOOM LINK SUPPLIED

06.21.01 Apologies		
06.21.02 Declarations of Interest		
06.21.03	Implementation of Parish Council Scheme of Delegation and revised format for June and July 2021 [Scheme details sent under separate cover]	
06.21.04 PLANNING	This section of the meeting will be chaired [if applicable] by the Chair of the Planning Committee.	
06.21.04.01	Application: 21/502873/SUB Address: Willows End Green Lane Yalding TN12 9RB Proposal: Submission of details pursuant to conditions 4 (biodiversity enhancement scheme), 5 (landscape and ecological management plan), and 7 (landscape scheme) of application 21/501161/FULL. Applicant: Mrs Jody Cooper Contact Address: Willows End Green Lane Collier street Marden TN12 9RB	Lead DS
06.21.05 Minutes of Previous Meeting/s to be approved	Minutes of Annual General/ Parish Meeting 17 th May 2021	
06.21.06 Correspondence and Action Points		
Reference	Factor	Lead
06.21.06.01	Defibrillator Installation Update	Lead DG
06.21.06.02	CIL MONIES	Lead DG

Focus/Workshop Group Feedback		
<ul style="list-style-type: none">  Health and Wellbeing – Lead Cllr Steve Barham  Village Hall – Lead Cllr David Goff  Highways and Community Safety – Cllrs Deborah and Andrew Papas 		
06.21.06.03 Recreation Field Report		
Authority to obtain estimates following ROsPA report. Await new weekly checklist for implementation.		Lead The Clerk
06.21.06.04 HIGHWAYS		
Need to brief Highways /Update Highway Improvement Plans on agreed actions 'blueprint' from Cllrs Andrew and Deborah Papas.		Lead DG
06.21.06.05 Car Park Maintenance		
Waiting members grant application following meeting with Cllr Lottie Parfitt-Reid		
06.21.06 FINANCE Accounts Reconciliation & Finance Reports		Lead Clerk/RFO
Copy documents sent electronically to all members in advance of the meeting.		
06.21.06.01. BANK RECONCILIATION – May 2021		
For members approval.		
06.21.06.02. RECONCILIATION STATEMENT – May 2021		
For members approval and sign off.		
06.21.06.03. RECORD OF PAYMENTS & RECEIPTS – May 2021		
For members approval.		
06.21.06.04. BUDGET REPORT YTD – May 2021		
For members approval		
06.21.06.05. CONFIRMATION YR END AGAR SUBMITTED TO PKF LITTLEJOHN.		
06.21.06.06 PAYMENTS FOR AUTHORISATION		
15.06.2021	The Clerk	£634.46
15.06.2021	HMRC	£140.40
15.06.2021	BHIB Insurance Rnwl 01.06.2021	£679.82
15.06.2021	Rialtas Software Support & Licence commencing 06.06.2021 – 1 year	£148.80

06.21.06.07

The Clerks Appraisal and Salary Review

06.21.06.08

Payment Details 01.05.2021 to 31.05.2021 [For information and retrospective approval].

Date Paid	Payee Name	Reference	Paid	Ref	Transaction Detail
05/05/2021	EDF Energy	DD	15.45	DD	Streetlights [Elect]
05/05/2021	1 & 1 Internet	DD	7.39	DD	Emails - GDPR
05/05/2021	Staples Limited	CARD	66.68	CARD	Stationery Files/Index's 21-22
05/05/2021	Zoom	CARD	143.88	CARD	07.05.21 to 06.05.22
05/05/2021	Arron Services	CARD	18.00	CARD	Technical Support Email Attach
20/05/2021	Staff Payroll	ET328	583.54	ET328	May Salaries
20/05/2021	BT Telephone	ET328A	44.79	ET328A	Broadband/Tech Expert Support
20/05/2021	Services	ET328B	27.55	ET328B	Travelling/Home Office
20/05/2021	Expenses	ET327	75.68	ET327	Income Tax - May
20/05/2021	HMRC	ET326	106.00	ET326	Domain Host & Elementor Rnwl
20/05/2021	SOSWEB	ET325	465.00	ET325	Gate Repairs Rec Field
20/05/2021	S M MacKay	ET324	66.00	ET324	1 of 2 Maintenance Contract
			1,619.96		

06.21.07

Borough Councillor's Report – Cllr Claudine Russell

06.21.08

County Councillor's Report – Cllr Lottie Parffit-Reid

04.21.09

Date of Next Meetings

The next councillor's Meeting is scheduled for Monday 12th July [**Zoom**]

There will be no meeting in August 2021.

The next full council physical meeting, subject to government guidelines is scheduled to take place on Monday 13th September 2021 [venue to follow]