

AGENDA

Full Council Meeting COLLIER STREET PARISH COUNCIL

scheduled to take place in the Orchard Room, St Margaret's School
on Tuesday 14TH June 2022
commencing at 7.00pm

06.22.01 Apologies	Cllr Andrew Papas, Cllr Dave Sealey PCSO Nicola Morris	
06.22.02 Declarations of Interest		
06.22.03 PLANNING	This section of the meeting will be chaired by the Chair of the Planning Committee.	
	Appeal – Land west of Benover Road, Yalding	
06.22.03.04 Minutes of Previous Meeting to be approved	Minutes of Full Council Meeting and Annual Meeting 10 th May 2022 Minutes of the Full Council Meeting 12 th April 2022	
06.22.03.05 Correspondence and Action Points		
Reference	Factor	Lead
06.22.05.01	Defibrillator Update	Lead DG
06.22.05.02	CIL MONIES	Lead DG
Focus/Workshop Group Feedback		
✚ Health and Wellbeing – Lead Cllr Steve Barham		
✚ Village Hall – Lead Cllr David Goff		
✚ Highways and Community Safety – Cllrs Deborah and Andrew Papas		
06.22.05.03 HIGHWAYS		Lead DG
06.22.05.04 LORRY WATCH and SPEEDWATCH UPDATE		Lead DG

06.22.05.05 Transfer of portion of Recreation Field Land to St Margaret's Church**06.22.05.06 Bund - Wildflower Planting****06.22.05.07 Dog Issues in Village****06.22.05.08 Police Report**

**06.22.06
FINANCE
Accounts Reconciliation & Finance Reports**

**Lead
Clerk/RFO**

Copy documents sent electronically to all members in advance of the meeting.

06.22.06.01. BANK RECONCILIATION – April and May 2022

For members approval.

06.22.06.02. RECONCILIATION STATEMENT – April and May 2022

For members approval and sign off.

06.22.06.03. RECORD OF PAYMENTS & RECEIPTS – April and May 2022

For members approval.

06.22.06.04. BUDGET REPORT YTD – April and May 2022

For members approval

06.22.06.05 MANDATES

For members to approve the New Primary User Mrs Michelle Rumble – Internet Banking
 For members to remove/add new signatories to Mandate
 For members to approve the Parish Clerk Mrs Michelle Rumble as Secretary for the Mandate
 For members to approve the Offline Security details reset
 All to be signed in accordance with the existing Mandate rules (2 signatories)

06.22.06.06 END OF YEAR ACCOUNTS

STEP 1	The accounting statement [Section 2] has been prepared and signed by RFO
STEP 2	AT FULL COUNCIL MEETING
	STEP 2.1 The Annual Internal Audit Report is received and noted
	STEP 2.2 The Annual Governance Statement [Section 1] is approved
	STEP 2.3 The Accounting Statements [Section 2] are approved
STEP 3	The Chairman and Clerk of the meeting sign the Annual Governance Statement and the Chairman signs the accounting statements
STEP 4	The RFO sets the commencement date for the exercise of public rights

STEP 5	The authority sends to the external auditor. a) The Annual Internal Audit Report b) The Annual Governance Statement c) The Accounting Statement d) An analysis of any significant variances year on year variance e) A bank reconciliation as at 31 March 2022 f) Details of arrangements for the exercises of public rights: and g) Any other information that the auditor has specifically requested.
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06.22.06.07 PAYMENTS FOR AUTHORISATION – JUNE MEETING

14.06.2022	Staff Payroll [MR]	TBC
14.06.2022	Staff Expenses (MR)	TBC
14.06.2022	HMRC	TBC
14.06.2022	Rialtas	£480.00
14.06.2022	Rialtas	

**06.22.07
Parish Magazine**

**06.22.08
Borough Councillor’s Report – Cllr Claudine Russell**

**06.22.09
County Councillor’s Report – Cllr Lottie Parfitt-Reid**

06.22.10 Recreation Field

06.22.11 Flooding Update **Lead DG**

**06.22.12.
Date of Next Meeting**
The next Full Council, will take place in The Orchard Room, St Margaret’s School]

Prepared by | AJC p.p. MICHELLE RUMBLE| Clerk to Collier Street Parish Council