



Little Chart Parish Council



Agenda, Ordinary Parish Council Meeting to be held remotely on Zoom at 6.45pm on Tuesday 14th July 2020.
For the password to attend by computer please email the Parish Clerk on littlechart.pc@outlook.com by 5pm
on that day, or telephone 01233 639468 (office hours).

Item No																	
1	Note of Persons Present at the online session	R															
2	Apologies for Absence	R															
3	Declarations of Interest in Items on this Agenda	R															
4	Minutes of the Parish Council Meeting 10th March 2020 (see website)	D															
5	Matters Arising (not otherwise referred to in this agenda)	D															
6	County / Borough Councillor reports (where available)	I															
7	Police Community Support Officer report (where available)	I															
8	<p>A. Financial report, including cheques (previously paid:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;">Lionel Robbins</td> <td style="width: 40%;">Internal Audit 2019-20</td> <td style="width: 20%; text-align: right;">75.00</td> </tr> <tr> <td>Clive Stanley</td> <td>Webmaster 4th March to 26 June</td> <td style="text-align: right;">70.00</td> </tr> <tr> <td>KM Media Group Ltd</td> <td>Public Notices re easement Forstal Cottage</td> <td style="text-align: right;">239.76</td> </tr> <tr> <td>HMRC</td> <td>Income Tax for Clerk</td> <td style="text-align: right;">65.80</td> </tr> <tr> <td>Michael Sharpe</td> <td>Salary and Expenses</td> <td style="text-align: right;">398.69</td> </tr> </table> <p>(to be paid: none)</p> <p>B. Multi-Use Games Area (MUGA) accounting – to decide whether to retain the separate bank account; and to authorise a journal transfer of £7500 from unallocated reserves to MUGA reserve</p>	Lionel Robbins	Internal Audit 2019-20	75.00	Clive Stanley	Webmaster 4th March to 26 June	70.00	KM Media Group Ltd	Public Notices re easement Forstal Cottage	239.76	HMRC	Income Tax for Clerk	65.80	Michael Sharpe	Salary and Expenses	398.69	D
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9 (in strict order)	<p>A. Internal Audit Report 2019-20 (see website under Parish Council Transparency Information)</p> <p>B. Certificate of Exemption from External Audit (<i>to be signed by RFO and Chairman</i>)</p> <p>C. Approval of Annual Governance Statement 2019/20 (<i>to be signed by Chairman and Clerk</i>)</p> <p>D. Approval of the Accounting Statements (<i>to be signed by RFO prior to the meeting and Chairman at the meeting</i>)</p> <p>E. Publication of the Dates for Public Inspection of Accounting Records Monday 20th July to Friday 28th August 2020</p>	D D D D D															
10	<p>Planning Applications for Information / Comment (papers online – please visit www.ashford.gov.uk to consult the documents) :</p> <p>20/0689 4 The Street Little Chart TN27 0QD <i>Proposed two storey side and rear extension; replacement single storey rear extension; dormers to front/rear and rooflight tunnels to facilitate loft conversion</i> – consultation expires 11th July – for information</p> <p>20/0791 1 Bannister Houses The Street Little Chart TN27 0QF <i>Proposed First Floor Rear Extension</i> – consultation expires 20th July – for comments</p>	I D															
11	Highways Improvement Plan – to adapt in the light of the crash into the Swan on Saturday 4 th July and forward to Kent County Council Highways	D															
12	Multi Use Games Area operation under COVID-19 restrictions	D															
13	Alteration of Clerk/RFO's Contract of employment from 2 hours per week to 3 hours per week, retrospective from 5 th April 2020	D															
14	Forum for exchange of information between Councillors	I															
15	Dates, places and times of 2020 meetings (subject to COVID-19 restrictions)	D															

Codes in Column 3 R = matter of Record, D = Decision, I = Information