

Normandy Parish Council

Serving Our Community through working in Partnership

To all Members of Normandy Parish Council

You are summoned to attend a meeting of **NORMANDY PARISH COUNCIL** that will be held on **Thursday 3 June 2021** at **7.30 pm** (or at the conclusion of the Planning Committee meeting if later) at the **Royal British Legion Hall** on **Guildford Road, Normandy**.

The meeting is open to the press and public unless the council do otherwise resolve to enter private session where members of the public and press are excluded. However, due to the Covid restrictions in place we are limited by the reduced capacity of the venue and reserve the right to restrict access once this capacity is reached.



Andy Beams

Locum Clerk and Acting Proper Officer to Normandy Parish Council

Publication date: 27 May 2021

AGENDA

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| C-21 | APOLOGIES
To receive and accept apologies for absence. |
| C-22 | DECLARATIONS OF INTEREST
To receive any declarations of personal and/or prejudicial interest from members regarding items on the agenda. |
| C-23 | MINUTES OF PREVIOUS MEETING
To receive and adopt the minutes of the Council meeting held on 19 May 2021. |
| C-24 | QUESTIONS FROM THE PUBLIC
Members of the public may ask a question, make representation, or give evidence in respect of the business on the agenda for a maximum per item of 3 minutes. |
| C-25 | REPORTS FROM OTHER AUTHORITIES
To receive reports from representatives of other authorities:
(a) Surrey County Council
(b) Guildford Borough Council |
| C-26 | CLERK REPORT
To receive a report from the Clerk on progress on matters since last meeting. |
| C-27 | PAYMENTS
To approve the schedule of invoices for payment to be made by Guildford Borough Council (to be tabled at the meeting). |
| C-28 | BUSINESS PLAN
To consider the draft business plan and agree any actions. |
| C-29 | IT
To receive an update on agreed IT solutions and agree future working practices. |
| C-30 | COMMUNICATIONS
To discuss communication methods and channels and consider the formation of a working group to manage communication channels. |
| C-31 | OPERATIONAL MATTERS
(a) To discuss and agree a process for reviewing existing council files.
(b) To discuss and agree any known repairs and/or maintenance required in the parish. |

C-32

NORMANDY COMMUNITY SHOP AND CAFE

To receive an update from the Normandy Community Shop and Café Management Team (NCSACMT) and to consider the following:

- (a) To agree that the NCSACMT can apply for a street trading license to allow Friday morning markets to continue.
- (b) To receive information on planned ground investigation works and discuss any impact on the site.
- (c) To consider the offer of a full briefing to the council on the plans for the shop and café.

C-33

TRAINING

To discuss training requirements and options for delivery of the training.

C-34

PARISH EVENTS

To consider future events and consider the formation of a working group for event planning.

C-35

FUTURE MEETING VENUES

To discuss and agree suitable venues for future council and committee meetings.

C-36

EXCLUSION OF THE PRESS AND PUBLIC

That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

C-37

CONFIDENTIAL STAFF MATTERS

To agree any actions relating to confidential staff matters.

C-38

COUNCILLOR DISPENSATIONS

To clarify dispensations allowed to councillors for items where they have a declared interest.

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