

## Additional Information for Ordinary Meeting 28<sup>th</sup> September 2021

<b>02</b>	<b>Co-option</b>
All relevant paperwork has been distributed to Council members in accordance with the Co-option Policy.	

<b>03</b>	<b>Declarations of interest and dispensation forms</b>
Any forms should be completed and submitted to the Clerk at the start of the meeting.	

<b>05</b>	<b>Public participation</b>
The Clerk has not received any indications from persons wishing to address council.	

<b>06</b>	<b>District and County Councillors Reports</b>
See KO-September 2021 Monthly Parish Newsletter.pdf and DP-Parish Report Sept 2021.pdf Any for August will have been distributed by email when they were received by the Clerk.	

<b>07</b>	<b>District and County Councillors Reports</b>
See FootpathWarden-TORV1.0.pdf	

<b>08</b>	<b>Clerks Report on Matters Arising From Previous Meetings</b>
<p>Clerk is still awaiting information from RVHMC on who they perceive to be the owner of the Village Hall, and supporting documentation. Without this information furtherance of the responsibilities document cannot happen. The Clerk would note that the updating of the responsibilities document was first put on an agenda last November.</p> <p>I am still awaiting for dates for the upgrades to the street lighting. This means that two lights are still out, as they cannot be fixed and require the upgrade to become functional again. SCC is awaiting on feedback from their contractors is the last update I received (1/9/2021) - they were going to chase them and get back to me.</p> <p>I have chased the legal team at SCC, and they have yet to be re-instructed regarding the sewage treatment plant license termination agreement.</p> <p>The SID has been bought, and is currently with PW for installation. It has a “spy” mode, which allows it to be setup without a functioning display, but whilst recording the traffic speeds etc. This will allow pre “turn on” data capture, and then a comparison to post “turn on” so an estimate of the effectiveness of the unit can be calculated. Once in play, it will be moved every four weeks as a minimum. Captured traffic data will be reported back to Council at ordinary meetings. PW/TW will produce a suitable risk assessment for deploying and using the SID.</p> <p>Work on repainting of the telephone box has been started by a resident. This work will be undertaken for free labour-wise, with receipts for paint and brushes etc. being submitted to Council on completion.</p>	

<b>10</b>	<b>Financial</b>	
<b>a</b>	<b>To receive and approve/note financial reports</b>	
<b>i</b>	<b>Receipts</b>	<b>Payments</b>
	Banking Interest - £0.52 ½ Precept £3950	Heellis&Lodge - £140.00 SALC - £210 SALC - £273.45 Clerk - £511.18
<b>ii</b>	See CIL-Sept2021.pdf	

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iii	See BankReconciliation-Sept2021.pdf	
iv	See BudgetToActual-Sept2021.pdf and Reserves-Sept2021.pdf	
<b>b</b>	<p><b>Payments to be authorised</b></p> <p>Salary - £235.20 (August) + £235.20 (Sept) = £470.50          Home as Office - £20          A. E. White Surfacing - £2274.00<sup>1</sup>          each - £100<sup>2</sup>          PKF Littlejohn LLP - £240          CAS - £234.08</p> <p>Elancity - £1975.62 + VAT - yet to be billed, but placed here as invoice is due very shortly.</p>	
<b>c</b>	<b>i</b>	Please see NALC advise on this, provided in documentation pack (L01-18 Financial assistance to the church)
	<b>ii</b>	Please see NALC advise on this, provided in documentation pack (31-Section-137-of-the-Local-Government-Act-1972-revised-April-2015, L01-18 Financial assistance to the church,)

<b>11</b>	<b>The Queen's Platinum Jubilee Celebrations</b>
Council has already resolved to grant £500 to RVHMC to help fund whatever they decide to do, along with the £500 originally planned for the post COVID party.	

<b>12</b>	<b>External Audit</b>
See SF0322 S3.pdf (part of the AGAR form), and SF0322_closureletter_1631487541.pdf (which details the findings, and contains the invoice). Council needs to decide on how long the notice should be published for.	

<b>13</b>	<b>Internal Controls</b>
See Internal-Control-Statement-2020-2021.pdf	

<b>14</b>	<b>Planning</b>
See ufm35_Standard_Consultation.pdf, and PlanningComments.pdf	

<b>15</b>	<b>Highways</b>
The Clerk has not been made aware of any issues.	

<b>17</b>	<b>Proposed CIL spend</b>
The Clerk has not received any proposals.	

<b>18</b>	<b>RVHMC Monthly Reports</b>
As of the time of writing (21/09/2021), the Clerk has not received these reports.	

<sup>1</sup> Neighbourhood CIL can be used to fund this.

<sup>2</sup> This was pre-approved at the AM in June 2021, but present here for completeness.

## RPC Ordinary Meeting – additional information to support agenda

19	Time Machine
	<p>Council can fund this is it likes. It can also charge for tickets (if it so wishes), and for any refreshments that it lays on (making profits) - LGA 1972 S145</p> <p>Information from the theatre company:</p> <p>I tend to run the option of two financial deals for community halls.</p> <ul style="list-style-type: none"><li>- A buy-in fee of £350. Promoters keep all box office takings and can set ticket prices how they wish.</li><li>- A guaranteed fee of £200 followed by a 50% split of box office takings. We can discuss ticket prices together.</li></ul> <p><i>The promoter</i> often provides refreshments for attendees - potentially some extra income to be made. <i>The Keeper's Daughter</i> provide <i>the promoter</i> with a certain amount of hard copy posters and fliers, a marketing pack, as well as social media materials, and advertise the tour as a whole in the regional press. It is the role of <i>the promoter</i> to attract as many local people to the performance as possible.</p> <p><i>The Keeper's Daughter</i> bring all set, sound and visuals. <i>The Promoter</i> won't need to worry about any of that. The Time Machine is a small-scale, extremely portable, show so it doesn't take long to set up and get out afterwards either.</p>