**NOTICE of SHACKLEFORD PARISH COUNCIL MEETING**

**15 November 2021**

**To the councillors of Shackleford Parish Council – your attendance is requested at a meeting of the council at 7:30 pm on Monday the 15 November 2021 in the Shackleford Centre.** Please let me know if you are unable to attend.

**Kate Lingard** Clerk to the council **contact**: Shacklefordclerk@gmail.com

**Public session**

Local residents are always welcome to attend and raise local issues or concerns informally at the start of the meeting.

**Agenda**

1. **Apologies for Absence**
2. **Declarations of Interest**
3. **Minutes of meeting held on 13 September 2021 –** to beapproved and signed.
4. **Matters Arising (**for information only).
5. **County and Borough Councillors –** to receive an update on new and outstanding matters.
6. **Eashing Parking –** an update on this issue
7. **Highways and Byways –** latest update on issues
8. **Horse margin by Car Park/Grenville Road** – to discuss a resident’s suggestion to extend this
9. **Trees –** to discuss two tree initiatives from SCC. The most recent initiative has 110 trees available to donate to each parish council (native mixed broadleafs - 100 whips measuring 40cm and 10 standards 1.5/2m). Expressions of interest and planting locations to be sent to SCC by end of November.
10. **Shackleford Playground –** to discuss funding and hedge trimming
11. **Finance**
12. **Expenses** – the following payments to be approved and cheques signed where necessary:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Date** | **Amount** | **Reason for expenditure** | **VAT** | **Payee** |
| 1/10/21 | £9.95 | Website fee | 1.66 | 34SP |
| 1/11/21 | £9.95 | Website fee | 1.66 | 34SP |
| 15/10/21 | £83.39 | Clerk’s expenses | 0 | Kate Lingard  |
| 15/10/21 | £25 | Hall hire  | 0 | Shackleford centre  |
| 15/10/21 | £36 | Annual membership  | 0  | CPRE |
| 15/10/21 | £949 | New SPC computer for Clerk | 158.17 | Kate Lingard  |
| 15/10/21 | £90 | New sign and post for Car Park space  | 15 | Blue Dot Display Ltd |
| 15/10/21 | £432 | Work to hedges | 72 | 1st Call Trees ltd  |

1. **Receipts**

|  |  |  |  |
| --- | --- | --- | --- |
| **Date** | **Amount** | **Reason** | **From** |
| 5/11/21 | £150 | Annual rent of Cyder House Field  | Stovold  |
| 28/9/21 | £7895 | Parish Precept  | GBC |

**(c ) – Annual review of Internal Controls and Documents –** the following documents (circulated in advance by clerk) will be reviewed for approval by the councillors:

1. **Asset Register as October 2021**
2. **Bank reconciliation as at 28th October 2021**
3. **Risk Assessment for 2021**
4. Existing **Data Protection Policies on Breach, Retention and Security**
5. **SCC Gigabit Scheme –** this is a scheme to help rural areas get faster broadband. It entitles eligible small/medium sized businesses to funding worth up to £3,500 to support the cost of installing fast and reliable broadband (if existing broadband is less than 100Mbps). Neighbours must group together to apply for the scheme (two or more homes/businesses). To check if you are eligible enter your postcode at https://gigabitvoucher.culture.gov.uk or email broadband.enquiries@surreycc.gov.uk with enquiries.
6. **Other Correspondence**
7. **Next meetings: Monday 10th January Monday 14th March Monday 9th May Monday 4th July Monday 12th September Monday 14th November. DATED** 09/11/ 2021