

MOUNTFIELD PARISH COUNCIL

Parish Council Members are summoned to the annual meeting of Mountfield Parish Council, to be held on 25th May 2021
Members of the Public and Press are welcome and encouraged to attend

Irene Marchant
Parish Clerk/RFO
St. Giles, Woods Corner, Dallington, East Sussex TN21 9LA
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19th May 2021

AGENDA

1. ELECTION OF CHAIRMAN FOR 2021-22
 2. ELECTION OF VICE-CHAIRMAN FOR 2021-22
 3. DISCLOSURE OF INTERESTS
 4. DISPENSATIONS
 5. APOLOGIES FOR ABSENCE
 6. SIGNING OF MINUTES OF PREVIOUS MEETINGS
The accuracy of the following draft minutes has previously been approved by resolution (see previous minutes) and have not been signed by the Chairman due to lockdown. The Chairman to sign the following minutes:
 - 06.10.20 – full council meeting
 - 24.11.20 – planning meeting
 - 14.01.21 – full council meeting
 - 09.02.21 – planning meeting
 - 09.03.21 – full council meeting
 - 04.05.21 – planning meeting
 7. OPEN FORUM
 - 7.1 County Council report (ESCC) – Councillor K. Field
 - 7.2 District Council report (RDC) – Councillor E. Kirby-Green
 - 7.3 Public Question Time
To receive any concerns or questions raised by members of the public on matters on the agenda.
 8. APPROVAL OF THE ANNUAL GOVERNANCE AND ACCOUTABILITY RETURN 2020-21 (AGAR)
For Members to approve, by resolution, the following
 - 8.1 The Certificate of Exemption 2020-21.
 - 8.2 The Annual Governance Statement 2020-21 Section 1.
 - 8.3 The Accounting Statements 2020-21 Section 2.
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- 8.4 To approve the Explanation of Variances and Bank Reconciliation at 31.03.21.
- 8.5 To thank Mrs. Moore for the constructive and positive manner in which she conducted the internal audit for MPC 2020-21 and to appoint her as MPC's internal auditor for 2021-22.
9. RE-ADOPTION/AMENDMENTS TO MPC'S COUNCIL DOCUMENTS
10. MPC APPOINTMENTS TO OUTSIDE BODIES
11. RDC PUBLIC SPACES PROTECTION ORDER
To let RDC know that this still needs to apply/or not to Mountfield Parish.
12. PLANNING
- 12.1 Planning application(s) for consideration
RR/2021/502/P – Johns Cross Inn, Johns Cross Road
Erection of fencing around the site with planting bed frontage, container unit (café) with associated facilities for a drive through facility with visitor car parking and staff parking.
[Click here to see full details on the RDC planning website](#)
- 12.2 Other planning matters for discussion
13. ENFORCEMENT
- 13.1 Any Mountfield items on RDC's weekly enforcement list
None.
- 13.2 Other enforcement matters for discussion
14. HIGHWAYS/RIGHTS OF WAY
15. FINANCE
- 15.1 Bank balances at 30.04.21
- MPC deposit account - £21,274.61
 - MPC current account - £1,792.57
 - KGF current account - £4,449.54
- 15.2 To authorise the following payments
- Clerk, salary/home office (Apr/May 2021) - £910.80
 - *UserWay (accessibility requirements) - £318.38
 - *ESALC/NALC subscription 2021-22 - £191.00
 - *SGB Computers (S. Taylor) - £50.00
 - *BHIB, MPC insurance 2021-22 - £414.25
 - **Zoom subscription - £14.39
*already paid
** subscription cancelled
- 15.3 To approve the fourth quarter accounts at 31.03.21
- 15.4 To approve the budget monitor and bank reconciliations at 30.04.21
- 15.5 The updated mandate for Unity Trust has now been signed. 99% of payments will now be made using internet banking, as per our Financial Regulations.
16. DATES OF NEXT MEETINGS
- 08.06.21 – planning meeting (provisional, will only be held if required)
 - 13.07.21 – full council meeting
Both to start at 7.30pm in Mountfield Village Hall