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| St Leonards & St Ives Parish CouncilThe Parish OfficeVillage Hall, Braeside Road, St Leonards, Ringwood, Hants, BH24 2PJClerk to the Council: Mr Jonathan RossTelephone: 01425 482727 email: office@stleonardspc.org.uk[www.stleonardspc.org.uk](http://www.stleonardspc.org.uk) |  |

21st October 2020 **To: All Members of the Parish Council**

**Dear Councillor**

**MEETING OF THE FULL PARISH COUNCIL**

You are hereby summoned to attend a meeting of the full Parish Council to be held virtually

on **Wednesday 28th October 2020** at **7.00 pm, see separate invitation for platform,** to transact the business as listed on the agenda below: -



**Mr Jonathan Ross, Clerk to the Council**

***Meetings are video recorded to facilitate the compilation of the Minutes only, by attending the meeting you are deemed to be consenting to the recording by default. It is asked that you join the meeting with your video enabled. You may also join the meeting by telephone link.***

**AGENDA**

**1. Public Open Forum** for 5-10 minutes - whilst we trust that the published link works, the public may submit and are encouraged to send any comments on the matters listed on this agenda below by email to clerk@stleonardspc.org.uk. In addition to joining the meeting these will then be circulated to Members. Comments need to be received by 9am on the day prior to the meeting for consideration. Members of the Public are reminded that they must not interrupt the meeting outside of the public forum. We reserve the right to exclude any person from the meeting if they are disrupting the meeting.

**2. Pecuniary Interests:** Members are required to declare any Pecuniary Interests which have not already been included on their Register of Interests form. To consider any written requests for a Grant of Dispensation for items on the agenda.

**3.** **Apologies:** To receive Apologies for absence

**4. Minutes of the Parish Council Meeting held 30th September 2020 -** To approve and adopt the minutes of this meeting. To be signed by the Chairman as soon as possible after the meeting.

**5. Matters Arising:**

1. Update on allotments at Kingston Lacey House.
2. Internal Audit to take place on Tue 27th October 2020.
3. It was raised by the Chairman at the recent planning meeting that there is a proliferation of estate agent boards in the area. In many cases the boards are not outside the houses being sold, instead they appear at the end of the roads. Clerk to discuss with Dorset Council street scene officers and report back.
4. Response on the East Dorset Forest Plan 2020-2030 to Forestry England.
5. Update on Speedwatch operating in the area.

**6. Correspondence to note**:

1. Request for pedestrian crossing on Woolsbridge Road near to Sandy Lane.
2. The Clerk has written to several additional properties concerning overhanging vegetation, at the request of Dorset Council Highways.
3. An email has been received from a resident concerning their inability to access the parish website from overseas. Overseas access to our website is prohibited for security reasons but individual access can be granted by our website management company.
4. Thank you letter from the Ferndown Royal British Legion for the Parish Council’s donation of £180. The 2019 appeal raised over £33,861 in the Ferndown area.

**7. Clerk’s Completion of Probationary Period.** To receive a report from the Chairman on the Clerk’s completion of the probationary period and if minded approve their permanent employment.

**8. Finance:**

 1. To review and approve the schedule of payments for October

 2. To review and approve the bank reconciliation for end of September

 3. The card readers and pins for approving online payments have all now been received. Clerk to produce a step by step procedure for operating the approval process.

 4. To consider and review the Effectiveness of the System of Internal Audit report and if minded to accept it as being effective and meeting the required standards.

**9. Speed Indicator Devices –** Members to receive a report from the Clerk and if minded direct next steps.

**10. Clerk’s Report –** To receive a report to update Members in relation to climate change, an update on insurance claim and update on the fire alarm works. Members to consider any recommendations made and direct next steps.

**11. Planning meetings –** Members to adopt the approved minutes of the following meetings: -

 24th September and 15th October 2020

**12. Parish Councillors’ Reports -To receive reports from recent meetings.**

**13. Report from Dorset Council Members**

**14. Amenities:**

 1.Dog warden report

 2. Tree Work – to confirm dates for future tree works.

 3. To receive any other amenity matters

 4. Play Park Refurbishment Project – Clerk to submit a briefing report to members on options and recommendations and if minded direct next steps.

**15. Remembrance Day –** To receive an update from the Clerk.

**16. Exchange of information**: Next meeting to be held on 25th November 2020