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4<sup>th</sup> December 2020

To: Members of Hatfield Peverel Parish Council

You are hereby summonsed to attend

**AN EXTRAORDINARY MEETING OF THE PARISH COUNCIL TO BE HELD  
ONLINE VIA MICROSOFT TEAMS ON WEDNESDAY 9<sup>TH</sup> DECEMBER 2020 AT 7.30 PM**

for the purpose of transacting the following business.



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Chairman of the Council

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## **A G E N D A**

### **20/139 Apologies for Absence**

### **20/140 Declarations of Interest (existence and nature) with regards to items on the Agenda**

Councillors are reminded that the code of conduct that took effect from 1<sup>st</sup> July 2012 provides that should they have a disclosable pecuniary interest in any matter under discussion, they should speak only in the public session, then withdraw from the room and not seek to influence a decision about the matter. *Councillors are reminded of the Dispensation Requests granted by the Council to Councillors Weale and Greaves on 12<sup>th</sup> February 2020.*

### **20/141 Public participation session**

With respect to items on the Agenda.

*Under The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020, there will be no physical meeting. Therefore, all communications will be conducted electronically. The link to join the meeting will be published on the website on the day of the meeting:  
<https://www.hatfieldpeverelpc.com/parish-council-meetings/monthly-meeting-agendas/>*

### **20/142 Hatfield Peverel Village Hall**

**(a) Motion:** The Parish Council to agree the new charity name as 'Hatfield Peverel Village Hall Charity'.

**(b) Motion:** The Parish Council to review and approve the Governing document of the Sole Trustee.

(c) To discuss and confirm bank signatories (this can be added to at a later date).

**(d) Motion:** The Parish Council to appoint Abode Surveyors to carry out a Condition Survey at a cost of £800 + VAT. The Rural Community Council of Essex (RCCE) has recommended this contractor.

**(e) Motion:** The Parish Council to approve Information Commissioner's Office (ICO) membership for the new charity, at a cost of £40.

**(f) Motion:** The Parish Council to carry out the transfer of the Premises Licence to the Sole Trustee at a cost of £23.

**20/143 Confidential Personnel Item**

**Motion:** The Parish Council to exclude the press and public from the meeting to progress confidential staffing matters, referenced in the 9<sup>th</sup> December 2020 Confidential Report.

**Date of next full Parish Council Meeting – Monday 11<sup>th</sup> January 2021**