



**Minutes of the Full Council meeting of Bearsted Parish Council held remotely on
Tuesday 12th January 2021 at 7:30pm**

Present: Cllr Michael Bollom (Chair)	Cllr Jon Hughes
Cllr Fabienne Hughes (Vice Chair)	Cllr Tom Jenkins
Cllr Richard Ash MBE	Cllr Pat Marshall MBE
Cllr Martin Broughton	Cllr Sandra Knatchbull
Cllr Suzanne Camp	Cllr Adam Powell
Cllr Nigel Cox	Cllr Joanna Tribley
Cllr Graeme Hannington	

Also, in attendance was the Clerk Erin Sugden.

There were no reports from the members of the public

1. Declarations of intention to record

The Clerk declared that the meeting would be recorded for minuting purposes.

2. Apologies and absences

Apologies were received and accepted from Cllr Spooner.

3. Declaration of Interests, Dispensations, Predetermination or Lobbying

Cllr Jenkins declared an interest in item 7a.

4. To resolve to go into closed session and to exclude the press and public at item 10 (Admissions to Meetings) Act 1960 in accordance with standing order 10 (xi) Information Sharing.

5. Signing of the Minutes of the last meeting

The minutes for the meeting of the Full Council on the Tuesday 15th December 2020 were agreed as a true record and duly signed.

6. Clerks Report.

The Clerk reported that a number of maintenance issues had been addressed, the precept had been applied for and the allotment insurance purchased.

7. Finance

a) It was agreed with 11 in favour and 1 abstention to approve the following payments:

Ledger date	Gross	Transaction Details
29/11/2020	£16.16	Cllr Tom Jenkins - Expenses - CBT expenses
11/12/2020	£149.99	LexisNexis - Arnold Baker book
11/12/2020	£23.25	Amy Bush - Expenses - Sally Williams gift
16/12/2020	£145.44	Lloyds Card - Chris Knott Insurance - Insurance - allotments
16/12/2020	£12.55	Erin Sugden - Expenses - office items
17/12/2020	£120.00	RTS Creative - 2 x banners newsletter
18/12/2020	£6.00	Payroo Ltd - Nov payroll charge
22/12/2020	£32.90	Opus Energy - Elec The Green 23.11-21.1
22/12/2020	£49.61	Opus Energy - Woodland Trust elec 21.11-21.12
22/12/2020	£1,080.00	SiTech Surveying Services - Site survey - church landway

23/12/2020	-£924.70	British Telecom - BT Services - Dec (broadband credit)
23/12/2020	£14.39	Lloyds Bank - Zoom monthly charge Dec
30/12/2020	£196.62	Nicola Brittain - Finance and payroll support Dec
01/01/2021	£48.00	Compute4U - Leased laptops Dec x 2
02/01/2021	£250.00	A Harland Fencing - Bowls Club to repay - remove and reinstall gate post
04/01/2021	£357.50	Amy Bush - Hours worked December
04/01/2021	£3.00	Lloyds Bank - Bank charges re card
07/01/2021	£5,706.19	Glebe Fencing - Replaced rails, posts and gates - The Green play area
10/01/2021	£1,858.00	LRH Property Maintenance - Put up and take down tree xmas lights/other xmas lights/storage
10/01/2021	£170.00	LRH Property Maintenance - Clean out parish office shed, build shelf, dispose rubbish
	£9,314.90	

8. Future Agenda items:

None

9. Date of the next Meeting: Tuesday 16th February 2021**At 19.37hrs the meeting moved to closed session.****10. Closed Session**

Information Sharing

The Clerk provided a report to confirm procedures that are required to be adhered to around the sharing of information before council meetings. It concluded that the council do follow the required procedures according to its statutory duty. The Finance and General Policy Committee will review the council's Publication Scheme to modernise some procedures and carry out the annual review of both Standing Orders and Financial Regulations.

There being no further business to transact, the meeting closed at 19.45hrs**Signed..... Date.....**