

COPYTHORNE PARISH COUNCIL MEETING – TUESDAY JUNE 13TH 2023

Item 8 – Update on agreed actions arising from minutes of meeting of Copythorne PC held on May 16th 2023

91/23 Matters arising from the Minutes of the previous meeting

39/23 Clerk has undertaken the required action and still awaiting a response. Chased & diarised.

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92/23 To Consider the “Co-Option” of candidates for three ordinary vacancies on the Parish Council

ACTION – Clerk to ensure that both co-optees complete a Declaration of Acceptance of Office and a Register of Members Interests form within the required timescales.

The Clerk has completed these actions

93/23 b. To receive & approve Annual Governance Statement 2022/23 (AGAR Form 3 – Section 1, Page 4 of 6)

c. To receive & approve Accounting Statements 2022/23 (AGAR Form 3 – Section 2, Page 5 of 6)

d. To confirm dates for posting Notice of Public Rights

ACTIONS – i). With regards to 93b/23, 93c/23 and 93d/23 the Clerk/RFO to arrange for the signed AGAR (along with the required supporting documents) to be sent to the external auditors, BDO LLP.

ii). The Clerk to arrange for the required “Notice of Public Rights” to be displayed as agreed.

The Clerk will be completing these actions on June 7th 2023

96/23 Review and adoption of Standing Orders and Financial Regulations

ACTION – That the revised Standing Orders be added to the Council’s website

The Clerk has completed the required action.

102/23 To receive & approve a response to the HCC F&WM Team “Bartley Water-Flood Risk Investigation Report”

ACTION – That the Clerk writes to the Environment Agency as requested and reports back to Council.

The Clerk has written to the Environment Agency, response awaited and diarised

103/23 To appoint a “Councillors Panel” to consider the response to a complaint from a resident

ACTION – The Clerk to supply Cllr. Chillcott (as Chair of the Panel) with copies of all correspondence relating to the complaint to be shared with members of the panel. Cllr. Chillcott to then convene a meeting of the panel in accordance with Section 5.5 of the Council’s Complaints Policy.

The Clerk has completed the required action.