Hougham Without Parish Council

13 Victoria Road, Capel-le-ferne, CT18 7LR

Email: cathy.finnis@googlemail.com

**Thursday 18th November 2021**

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**To members of the Council**

You are hereby summoned to attend an Extraordinary Meeting of Hougham Without Parish Council for conducting planning business via Zoom online platform (by invitation from the Clerk) on **Tuesday 23th November at 7.30pm** for the purpose of transacting the following business.

Cathy Finnis C.M. Finnis **Clerk to the Council** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Agenda

1. To receive apologies for absence; please contact Clerk as soon as possible to inform of any absence.
2. To identify any member’s interests; please declare all interests in the book available, if in doubt please check with Clerk.
3. To hear questions from the public; pre-agreed questions to be sent to or via the Clerk. The public are welcome to join the meeting, please contact the Clerk to arrange access to the Zoom meeting.
4. To agree the last sets of minutes, on 21st September 2021
5. Matters arising from minutes of 21st September 2021.
6. Reports from Chair/Vice Chair/County Councillor/PCSO/Clerk
7. To review the decision on purchase of the defibrillator and consider additional possible approaches.
8. To consider the Annual Play Inspection Report. Consider in light of associated risks and whether any mitigating action is necessary.
9. To consider the interim budget report and forecasts. To have prelimary conversations regarding the Precept for 2022/23
10. To agree the Internal Corporate Risk Assessment 2021/22
11. Payments:

i. Ability Payroll invoices 10 & 11 £11.00

ii. Clerk wages and office allowances (2 months) £501.18

iii. Simon Withey maintenance of Village Green £130.00

iv. Office expenses – ink cartridges £

v. Play Inspection Company £84.40

vi. Harmer & Sons (grass cutting of Village Green 2021) £921.60

***The next scheduled ordinary meeting of Hougham Parish Council is due on Tuesday, January 18th at 7.30pm at Hougham Village Hall or by ‘Zoom’, and will be confirmed during the week before.***