



# Spaldington Parish Council



*.....at the heart of the Community, for the benefit of the Community.....*

30 March 2021

Reference: 1/2022

Dear Councillors,

I hereby give notice of summons to attend a Full Meeting of the Parish Council that will be held on the following:

**Monday 05<sup>th</sup> April 2021 to commence at 7.30pm.**

Due to the current Covid-19 pandemic, this meeting will be a remote meeting hosted using the Zoom online software.

The details of the Zoom connection and access information is detailed on the Agenda attached to this.

For any apologies for attendance, please could you email me on [spaldingtonpc@gmail.com](mailto:spaldingtonpc@gmail.com) at your earliest opportunity.

With regards,

**Mr S R Baxter JP MIFA ADPS ADIP**

*Clerk and Responsible Financial Officer*

Spaldington Parish Council



# Spaldington Parish Council



.....at the heart of the Community, for the benefit of the Community.....

The Councillors of the Spaldington Parish Council are hereby summoned to attend a full Parish Council Meeting at 7.30pm on Monday 05 April 2021 via the online digital format Zoom.

Zoom Meeting details: 646 433 7457 ID - Passcode - **Parish**

<https://us02web.zoom.us/j/6464337457?pwd=YktQVmRiK0tHOWdEVDVPzR1UEtIQT09>

Members of public are welcome to attend via zoom using the above access. Should members of the public wish to raise a question before the meeting, please will they contact the Clerk at [spaldingtonpc@gmail.com](mailto:spaldingtonpc@gmail.com)

## AGENDA ITEMS FOR DISCUSSION AND DECISION

1. **Welcome to all Councillors and any members of the public sitting in observation.** The Chair will make people aware that the meeting is recorded and the recordings are kept for a minimum of 12 months
2. **Members of the public participation** - this will be limited to 10 minutes and each member of the public will have a maximum time of three minutes. This is at the discretion of the Chair.
3. **Motion to exclude members of press and public from participation** - but can observe  
*For the following agenda points members of the public can observe the meeting but cannot take part in any discussion or debate. Any persons not Councillors or the Clerk will be muted on Zoom*
4. **Apologies for absence from Councillors**
5. **Declarations of interest** - for the Council to note including dispensations presented to the Clerk
6. **Minutes of the last Full Meeting** (01 Mar 2021) - to confirm that the minutes are accurate
7. **Issue because of sign removed on road** - update from the Clerk
8. **Off-road use of Featherbed Lane** - update from the Clerk
9. **Defibrillator in the Parish** - update from the Clerk
10. **Use of road near water tower by HGV** - the accumulation of litter; update
11. **Financial update from the Clerk** - including bank reconciliations
12. **Employer Liability insurance** - decision on renewal
13. **Zoom account** - agreement on monthly use and account
14. **General expenditure for approval**
  - i) Salary and Expenses of Clerk - amount withheld due to confidentiality



- ii) Peninsula Insurance direct debits for February 2021 - £138.62 / month
  - iii) Defib Ltd - £365 + VAT
  - iv) Zoom invoice (through Clerk's expenses) - £11.99 + VAT
19. **Banking of the Parish Council and transfer of funds to new account** – update by the Clerk
  20. **Planning Applications** (if any)
  21. **Urgent or important correspondence** – Update from the Clerk
  22. **Telephone Box maintenance** – update from Cllr Murphy
  23. **Newsletter for Parishioners** – discussion circulation
  24. **Update on the External Auditor investigation**
  25. **Records of the Council and Employment Tribunal Bundle**
  26. **Internal Audit** - update from Clerk
  27. **Signs on Pathways in the Parish** – item moved from last meeting from Cllr Westin
  28. **Parked Cars on Main Street** – discussion on what action is needed
  29. **Wind farm update**
  30. **Meetings by remote means in regard to sunset clause in the Corona Virus Act 2020** – Update from the clerk and the effect on the Parish Council Meetings
  31. **Consideration of delegation of powers in regard to Council actions** – discussion to consider possible delegation of powers of Council in response to the cessation of remote meeting statutory permission
  32. **Annual Meeting and Annual Parish Meeting** – recommendation to hold both on 05 May 2021 by remote means
  33. **Parishioner concerns relayed to Councillors** – any update from Councillors from Parishioners
  34. **Motion to agree the next Meeting of the Parish Council** – 7.30pm on Mon 03 May 2021 by Zoom
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