



Spaldington Parish Council



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

22 February 2021

Reference: 3/2021

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 01st March 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 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 01 March 2021 via the online digital format Zoom.

Zoom Meeting details: ID - 833 794 3900 Passcode - parish

<https://zoom.us/j/95002852243?pwd=TVVzTkdxTkFGcW8rTi91aWhxK0FyQT09>

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

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 Feb 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** – discussion and agreement on way forward
10. **Use of road near water tower by HGV** – the accumulation of litter
11. **Financial update from the Clerk** – including bank reconciliations
12. **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



19. **Banking of the Parish Council and transfer of funds to new account** – update by the Clerk
 20. **Planning Applications**
 21. **Urgent or important correspondence**
 22. **Telephone Box maintenance** – update from Cllr Murphy
 23. **Newsletter for Parishioners** – discussion on proposed format and design by Clerk and agreement of going forward
 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. **Full Council and Annual Meeting** – the issue of legislation possibly changing post 07 May 2021 and impact of Annual Meeting and Full Parish Meeting
 29. **Flooding at Capella Farm** – update from Cllr Westin
 30. **Parishioner concerns relayed to Councillors** – any update from Councillors from Parishioners
 31. **Motion to agree the next Meeting of the Parish Council – 7.30pm on Mon 05 April 2021 by Zoom**
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