



Spaldington Parish Council



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

30 November 2020

Reference: 12/2020

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 07th December 2020 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 07th December 2020 via the online digital format Zoom.

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

<https://zoom.us/j/8337943900?pwd=a3NxRzBMWENwWjVCMTVtRDhvb3Fhdz09>

<https://zoom.us/j/8337943900?pwd=a3NxRzBMWENwWjVCMTVtRDhvb3Fhdz09>

Members of public are welcome to attend via zoom. 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**
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 and dispensations presented to the Clerk
6. **Minutes of the last Full Meeting** (02 Nov2020) – to confirm that the minutes are accurate
7. **Minutes of the FoI Sub-Committee** (26 Oct 2020) – to confirm that the minutes are accurate
8. **Minutes of the FoI Sub-Committee** (23 Nov 2020) – to confirm that the minutes are accurate
9. **Discussion and approval of Sub-Committee recommendations** – including agreeing response to External Auditor following audit challenges
10. **SPC Councillor nominations for the standards committee of ERYC** – discuss and vote
11. **Winter preparation** - discuss and vote
12. **Update from Cllr. Murphy on the grant applications**
13. **Update from Cllr. Hall on the Defibrillator**
14. **Confirmation of vacancy of Councillor role**
15. **Clerk's Contract** – formal agreement on adoption
16. **Financial update from the Clerk** – including bank reconciliations



17. **Budget discussion for April 2021 to March 2022** - discussion and agreement
18. **Precept for 2021 / 22** - discussion and agreement
19. **Policies to agree:**
 - i) Approving payments at Meetings Policy
 - ii) Retention and Disposal of Documents and Data Policy
 - iii) Business Continuity Plan
20. **Councillor email address** - proposal to set a consistent email address
21. **General expenditure for approval**
 - i) Salary and Expenses of Clerk - amount withheld due to confidentiality
 - ii) Streetlight invoice from ERYCC - **£298.44**
 - iii) Peninsula Insurance direct debits for October, November and December 2020 - **£138.62 / month**
22. **Correspondence to discuss**
 - i) ERYCC Press release on Covid guidelines
 - ii) Complaint issued by two residents - *Clerk to update*
 - iii) FoI submission - *Clerk to update*
 - iv) PKF Littlejohn email concerning audit review
 - v) Joint Local Access Forum Annual Report 2019-20 from ERYCC
 - vi) Members Briefing - Information for Town and Parish Councils
 - vii) ASB Six Month Statistics - Howdenshire Ward of ERYCC
23. **Planning Applications for discussion and decision of support**
24. **Banking of the Parish Council** - decision on recommendation
25. **Motion to agree the next Meeting of the Parish Council - 7.30pm on Mon 04 January 2021 by Zoom**