

Creswell Parish Council

To: All Councillors



Agenda

To be held via an electronic link on Thursday, 25th June 2020 at 7.00 p.m.

THE PUBLIC AND PRESS ARE CORDIALLY INVITED TO BE PRESENT

But please note that they may be excluded from any item the Council should decide should be treated as confidential.

Issued 19/06/2020

Mrs. Jodie Guy

(Clerk/RFO)

PLEASE NOTE THAT MEMBERS OF THE PUBLIC WHO WISH TO PRESENT ANY ISSUES IN THE OPENING SESSION OF THE PARISH COUNCIL MEETING OR WHO MAY JUST WISH TO BE IN ATTENDANCE AT THE MEETING WILL NEED TO EMAIL clerk@creswellparishcouncil.co.uk SO THAT CLERK CAN ADD YOU INTO THIS MEETING WHICH WILL BE HELD VIA MICROSOFT TEAMS.

Public Open Forum – Members of the public are invited to address the Council on any issue over which it has power for up to 5 minutes each, with the item lasting a maximum of 10 minutes.

Members of the public are reminded that they are not permitted by law to participate once the Council meeting has commenced – if they have any questions they must raise their hand so that the Chairman can suspend the meeting to allow them to speak (if appropriate).

- 1. To receive, and consider for approval, apologies for absence and reasons given.**
- 2. To accept Declarations of Disclosable Pecuniary Interests relating to items on the agenda.**
- 3. To consider signing and approving the Minutes of the last Parish Council meeting held on 14th May 2020.**
- 4. To receive a report from the Clerk outlining actions taken following the last meeting.**
- 5. To receive Clerk's Report and Financial Statement.**
 - To approve financial payments, receipts and transfers
 - To approve the financial statement and bank reconciliation
 - To receive the annual internal audit report
 - To approve 2019/20 Annual Governance Statement
 - To approve the 2019/20 Annual Accounting Statement
 - To confirm exemption from Limited assurance Review and authorise completion of paperwork
 - To agree Insurance for the year
 - To confirm updates required to policies and procedures – Standing Orders, Financial Regulations, Risk Assessment

6. To consider matters of finance for approval

- Internal Auditor invoice - £50.00
- Office expenses from 14.05 to 28.06.2020 -£53.99
- Salary for June - £ 295.36
- PAYE for June - £74.00
- Training – SPCA Clerks training - £50.00
SLCC ‘Introduction to Local Council Administration’ Level 2 - £99.00
SLCC ‘ New Clerks Webinar x 2 sessions - £10.00 (for both sessions)
- Microsoft 365 ICT Laptop new software - £55.99 per year

7. To discuss Planning matters in the Parish as follows:

None received

8. To consider any Highways matters that need action and to review any previously reported

9. Items for consideration by the Councillors

- Urban Tree Challenge Fund (UTCF)
- Perrin Memorial – Sunday 5th July 2020 preparations. Due to the Coronavirus Pandemic and Government Guidelines on avoiding public gatherings, this will be a short ceremony with social distancing being observed. Residents attending are reminded that they are required to wear face masks.

10. To receive any reports from Borough, County Councillors and local parish PCSO

11. Communications Strategy

- Newsletter – Approve design and printing company
- Marston Grange notice board and new notice board for the Spitfire memorial – approval of quotes
- Website accessibility – deadline 23rd September 2020

12. To consider items for the next agenda

13. To note dates of future meetings:

14. Meeting close

RECORDING OF PARISH COUNCIL MEETINGS

Before the meeting begins, Cllrs are asked to note the provisions of the Filming of Meetings (ref “*The Openness of Local Government Bodies Regulations 2014*”)

It is now permitted for meetings to be recorded or filmed without prior permission being sought apart from confidential business. I would, therefore, remind members that they should avoid saying anything which could be slanderous. I would also point out that while the council and its officers may be filmed or recorded, that does not apply to filming or recording of members of the public for their permission must be sought first. Any filming or recording must not be disruptive to the business of the meeting.