

OFFICIAL NOTICE OF A MEETING OF GREAT & LITTLE PRESTON PARISH COUNCIL

www.greatandlittlepreston-pc.org.uk

To be held remotely on Wednesday 30th September 2020 at 18:30hrs

Members of the Council are summoned to attend this meeting. Meetings are open to the press and public. The press and public may only speak during the 15 minute public forum Open Session.

AGENDA 30th September 2020 GALPPC MEETING

1. Chairperson's Welcome and Open the Meeting;

- a) To receive apologies and accept /approve reasons for absence
- b) To disclose or draw attention to any disclosable pecuniary interests and any other significant interests, or dispensations required.

2. Open Session – members of the press or public may raise any matters concerning the Parish.

Each Parishioner will be allowed a maximum of 5 minutes to speak to the Parish Council. Thereafter any member of the Press or Public remaining for the duration of the meeting are silent observers and must not take part in any question, answer or discussion.

3. Administrative/Management Matters - to receive current reports, advice or updates from any of the following and resolve further actions:

3.1 Governance and Policy –

- a) To confirm that the Minutes of the Meeting of the Parish Council held on the 29th July 2020 be signed as a true and correct record
- b) To ratify the following decisions made between meetings
 - i) To receive and approve Annual Leave Policy
 - ii) To receive and approve Sickness Policy
 - iii) To receive and approve Equal Opportunities Policy
- c) To receive and approve increase in Clerk's annualised hours
- d) To receive and approve increase of Clerk's hourly rate

3.2 Village Hall

- a) Building maintenance works
- b) Routine Inspections/cleaning
- c) Extinguishers and Fire Alarm testing
- d) Alarm system

3.3 Playground

3.4 Little Preston

- a) Fleaklingley Lane
- b) Barn demolition/construction

3.5 Website Accessibility

3.6 Notice Boards

- a) Replacements
- b) Posters

3.7 Remembrance Sunday

3.8 Christmas Lights

3.9 Health Initiative

4. Finance August/September 2020

- 4.1 To receive and note a bank/accounting system transaction reconciliation

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- 4.2 To receive and approve the Clerks salary and expenses
- 4.3 To receive and approve the schedule of payments due
- 4.4 To receive and note a record of Debit/Credit Card payments
- 4.5 To receive and report on income
- 4.6 To receive and note the Clerk/RFO's report concerning VAT reclamation
- 4.7 To receive and note Budget comparisons to actual spend
- 4.8 To decide on the method of payment for Web Domain account future renewals
- 4.9 Internet Banking

5. Parish Projects or Issues and Environment - to receive any current reports or updates and resolve any further actions on any of the following:

- 5.1 Public reports
 - a) Public Footpath 'Trode' (Off Brigshaw Lane to Glencoe)
 - b) Query regarding Post Office Sign
 - c) Overgrown trees on Fleakingley Lane/Peasecroft Wood
- 5.3 Parish Public Footpath Walk
- 5.4 Wildflower Meadow
 - a) Grass cutting
 - b) Flooding
 - c) In Bloom

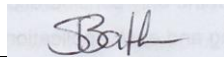
6. To receive any other Communication & Correspondence

- 6.1 To receive information about communications, meetings or training attended by Members and the Clerk.
- 6.2 To consider the following new correspondence received and decide any action where necessary.

7. To notify the clerk of matters for inclusion on the agenda of the next meeting

8. Date of Next Meeting – to consider and agree date of future meeting of the Council.

Authorised Signature:



Mrs S. Bath (Clerk to the Council & RFO)

Email: s.bath@greatandlittlepreston-pc.org.uk

Recording of this meeting is allowed to enable those not present to see or hear the proceedings either as they take place (or later). However a copy of the full recording protocol and Code of practice for use by Third Parties is available from the Clerk.