

LONGHAM PARISH COUNCIL

THE NEXT MEETING OF LONGHAM PARISH COUNCIL WILL BE HELD ON MONDAY 18TH MAY 2020 AT 7.30 P.M.

Under the Coronavirus Act, the Secretary of State has published meeting regulations which remove the requirement to hold annual meetings and allow virtual meetings up to 7 May 2021. These are contained in The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

Accordingly, this meeting will be held virtually via Zoom and if any members of the public or press wish to attend, please contact the Clerk no later than 12 noon on Monday 18th May 2020 and an invitation to join the Zoom meeting will be sent to you.

The public and press will be able to address the Council during the Public Participation session. Any member of the public wishing to speak must give notice to the Clerk by 12 noon on Monday 18th May 2020. Public Participation will be limited to 15 minutes, with three minutes allowed per speaker. Our Standing Orders do not permit members of the public and press to take part in the debates.

AGENDA

1. Welcome and apologies for absence.
2. To receive any declarations of interest.
3. To approve the minutes of the meeting held on 20th January 2020 and 30th March 2020.
4. To consider approval of an addendum to Standing Orders.
5. Meeting open for public participation.
6. To receive County and District Councillors reports.
7. To receive a report regarding matters progressed during period where authority was delegated to Clerk (in consultation with Council members).
8. To discuss any planning applications received after the agenda has been published.
9. To consider any new Highway issues.
10. To consider any urgent matters relating to Council assets.
11. To receive an update regarding the Community Car Scheme.

12. Finance and Governance

- a) To receive a financial report for the years ending 31st March 2020 and 31st March 2021.
- b) To review the Risk Assessment & Management Policy.
- c) To receive the internal auditors report and consider any recommendations.
- d) To approve the annual governance statement in the 2019-20 Annual Return.
- e) To approve the Statement of Accounts in the 2019--20 Annual Return.
- f) To approve the certification of exemption from a limited assurance review under Section of the Local Audit (Smaller Authorities) Regulations 2015.
- g) To consider approval of Zoom membership at a maximum monthly cost of £6.00.
- h) To authorise financial payments as set out below:

Payments made during period of delegation of authority to Clerk:

- Clerk – Salary/Allowance/Expenses (Feb/Mar) £301.94
- Clerk (PAYE refund) £3.60
- Play Area Safety Chains £421.67
- Notice for Play Area £84.00
- Mole Removal from Playing Field £282.00
- Insurance Renewal £307.76
- Norfolk County Council (pull-in) £250.00

May Payments:

- Clerk – Salary/Allowance (Apr/May) £320.10
(includes previously approved incremental increase & additional website hours x 6)
- HMRC £13.40
- Website Fee (reimburse Clerk) £86.40
- Website Support £90.00
- Internal Auditor £13.00
- Community Car Scheme £43.63
- NALC Subscription £99.77

13. To receive any new items for the next agenda.

14. To note the date of the next meeting which will be held on Monday 20th July 2020 at 7.30pm.

Sheryl Irving
Clerk to the Council
longhamparishcouncil@gmail.com
Wednesday 13th May 2020