Wiggenhall St Mary Magdalen Parish Council

I hereby give you notice that an Ordinary Meeting of the above named Parish Council will be held at Wiggenhall St Mary Magdalen Village Hall on 14 February at 7.30 pm. All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder. The meeting will be open to the public unless the Council otherwise direct.

10 minutes will be allowed during the meeting for members of the public to raise points of concern on agenda items.

**Agenda**

1. Receive **apologies** for absence
2. Confirm as a correct record the **minutes of the meeting** of the Council held

10 January and 17 January Draft minutes previously circulated

1. Accept **declarations of interest and dispensation requests** on agenda items
2. Agree meeting be adjourned for **public speaking**
3. **Reports on previous matters** not covered elsewhere on this agenda (for information only)
4. **Correspondence** (for information only)
5. **Highways**

a Receive reports of highways issues including lighting and public footpaths

b Update on TROD

1. Receive **Reports from** Speedwatch, SNAP and Cleanup teams (for information only)
2. Update on **Village Sign** and consider actions to take
3. **2 May 2019 Elections** – report on training attended

a Resolve how best to publicise and to encourage Parish Councillor applications

1. **Annual Reviews**

a Statement on internal control

b Effectiveness of internal audit

1. Resolve to accept **Scheme of Delegation**
2. Decide how to publicise use of **defibrillator**
3. **Planning** **-** Consider applications received including

19/00061/F Change of use of adjacent land for use in connection with fish and chip shop and installation of gas tank. at Nessa's Plaice 15 Stow Road

1. **Finance**

a Resolve to accept monthly accounts to 31 January

b Resolve to agree cheques to be signed and online payments made

c Consider changing street lighting electricity supplier from E-On

d Sign revised contract of employment for clerk reflecting increased hours and revised SCP

1. **Councillors’ concerns and agenda items** for next meeting –*information only*
2. Agree meeting be adjourned for **Public Speaking.**
3. Confirm date of next meeting 14 March 2019

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 **4 January 2019**