**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 13 February 2020 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 meetings of the Council held

9 January 2020. Draft minutes previously circulated

1. Accept **declarations of interest and dispensation requests** on agenda items
2. Agree meeting be adjourned for **Public Speaking**
3. Consider applications for **co-option**
4. **Matters arising** not covered elsewhere on the agenda (for information only)
5. **Correspondence** (for information only)
6. **Highways**

a Receive reports of highways issues including lighting and public footpaths

1. **Receive Reports (for information only)**
2. **Paddocks –**

a Consider results of meeting with Woodland Trust and decide whether project is to proceed and what next steps should be

b Sign and witness agreements for tenancy of plots 40 – 52`

1. Resolve to purchase and install **dog waste bin**, adjacent to Plot 1 of paddock land
2. **Annual Review of documentation**

a Internal Audit

b Effectiveness of systems of internal control

1. **River Siltation –** update of correspondence received
2. **Planning** **-** Consider applications received including

a Variation of condition 3 of planning permission DM4211 to allow the property to be occupied by persons outside agriculture at Broadacres Stow Road Magdalen

1. **Finance**

a Resolve to accept monthly accounts and bank reconciliation to 31 January 2020

b Consider donation to Eagre News

c Resolve to pay schedule of payments

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 – 12 March 2020**

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 **S Goodwin**

 **6 February 2020**