Wiggenhall St Mary Magdalen Parish Council

I hereby give you notice that the Annual Meeting of the above named Parish Council will be held by Zoom online conference call on 14 May 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.

Members of the public who wish to attend should contact the clerk before the meeting

**Agenda**

1. **Elect**

a Chairman

b Vice Chairman

1. Receive **apologies** for absence
2. Resolve to acceptSTANDING ORDERS 2020 **Based upon the NALC Model Orders July 2018, modified by this Council to support the new empowerment enshrined in the Coronavirus Act 2020 and associated 2020 Regulations**
3. Resolve to accept **Virtual Meetings Policy**
4. Confirm as a correct record the **minutes of the meetings** of the Council held

9 April and 7 May Draft minutes previously circulated

1. Accept **declarations of interest and dispensation requests** on agenda items
2. Agree meeting be adjourned to allow **members of the public** to speak
3. **Matters arising** not covered elsewhere on the agenda (for information only)
4. **Correspondence** (for information only)
5. **Appoint Representatives, co-ordinators and working party groups**

a Clean-up Team

b Speed watch team co-ordinator

c SAM2 co-ordinator

d Defibrillator monitoring

e Magdalen Village Hall Representative

f Parish Council website administration

g Monthly Account check

1. **Highways**

a Receive reports of highways issues including lighting and public footpaths

1. **Paddocks**

a Woodland Trust report

b Decide whether to have plots 31 -39 sprayed before topping

1. **Finance**

a Resolve to accept monthly accounts to 30 April

b Receive schedule of regular payees as required by Financial Regulations

c Confirm signatories and online access for Parish Council banking – all councillors

d Approve purchase of battery for defibrillator

e Resolve to pay schedule of payments

1. **Councillors’ concerns and agenda items** for next meeting –*information only*
2. **Planning**

aConsider applications received

b Consider response to matters in letter concerning land adjacent to Holly House, Stow Road

1. Agree meeting be adjourned for **Public Speaking.**
2. Confirm date of next meeting 11 June

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**7 May 2020 amended order of items 12 May 2020**