

Wiggenhall St Mary Magdalen Parish Council

I hereby give you notice that an Ordinary Meeting of the above-named Parish Council will be held on 11 June 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.

This will be a 'virtual meeting' in accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

10 minutes will be allowed during the meeting for members of the public to raise points of concern on agenda items. To attend please use this link

<https://us04web.zoom.us/j/74311528817?pwd=UXVzeVJsK2dOWHFnMm1Hd1pZc0s0UT09>

Agenda

- 31.20 Receive **apologies** for absence
- 32.20 Confirm as a correct record the **minutes of the meeting** of the Council held 14 May Draft minutes previously circulated
- 33.20 Accept **declarations of interest and dispensation requests** on agenda items
- 34.20 Agree meeting be adjourned to allow **members of the public** to speak
- 35.20 **Matters arising** not covered elsewhere on the agenda (for information only)
- 36.20 **Correspondence** (for information only)
- 37.20 **Highways**
 - a Receive reports of highways issues including lighting and public footpaths
 - b Consider improvements to Footpath 13
- 38.20 Receive update on **Woodland Trust**
- 39.20 **Cemetery Reviews and Inspection Report**
 - a Receive inspection report and resolve actions to be taken
 - b Review cemetery fees
 - c Review cemetery regulations
 - d Review cemetery risk assessment
- 40.20 **Planning** - Consider applications received
- 41.20 **Finance**
 - a Resolve to accept monthly accounts to 31 May
 - b Consider upgrading Zoom package
 - c Consider expenditure using grant from Norfolk Community Foundation
 - d Resolve to pay schedule of payments
 - e Receive Annual Internal Auditors report for 2019/2020
 - f Complete, approve and sign Section 1, Annual Governance Statement 2029/2020
 - g Consider and resolve to approve and sign and date Section 2, Accounting Statement 2029/2020
 - h Approve Bank Reconciliation and Variances documents to be sent to external auditor
- 42.20 **Councillors' concerns and agenda items** for next meeting –*information only*
- 43.20 Agree meeting be adjourned for **Public Speaking**.
- 44.20 Confirm date of next meeting 9 July



5 June 2020