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

10 September 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/75877728038?pwd=UW5ZSE1udjBHUlFwQjM5ek9ad0hhdz09

**Agenda**

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

9 July and 13 August. 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. **Highways**

a Receive reports of highways issues including lighting and public footpaths

1. Receive **reports** (for information only)
2. Receive update on **Woodland Trust** and decide if project is to go ahead at revised costing
3. **Paddocks –** Decide if extra topping to be arranged and preparation of track 2
4. **Cemetery –** Decide whether to apply for Small Business Grant
5. **Planning** **–** Consider application/s received for 20/00890/F Construction of 1residential dwelling (revised design 18/00806/O) at land north of 9 Lynn Road
6. **Finance**

a Resolve to accept monthly accounts to 31 August

b Decide donation to be made to British Legion when ordering Remembrance wreath and decide who will lay the wreath on Remembrance Sunday

c In accordance with Standing Order 7a, reconsider if future Zoom meetings to be by subscription

d Decide what to do with surplus funds from Norfolk Community Foundation Grant

e Note that following the conclusion of the 20/21 NJC pay award at 2.75% backdated to 1 April 2020, staff salary has been adjusted accordingly with back pay in September payment

f Resolve to pay schedule of payments

g Receive and agree to accept 19/20 audit report from PKF Littlejohn – external auditors

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 8 October



**3 September 2020**