

**Headon-cum-Upton, Grove & Stokeham Parish Council.**

Mr. Jim Blaik, Clerk and Responsible Finance Officer to the Council. Email:- headonpc@gmail.com

27<sup>th</sup> October 2020.

Dear Parish Councillors; Julia Harvey (Chair), Ben Wielgus (Vice Chair), John Mosley, Nigel Greenhalgh, Eric Briggs, Janet Askew, Sean Whelan, Josh Burman and Mathew Allen.

You are summoned to attend a virtual Parish Council online using Zoom on Monday 2<sup>nd</sup> November 2020 commencing at 19:30hr.

**How to log into the Zoom Parish Council meeting.**

Join Zoom meeting by inserting this into your browser:–

<https://zoom.us/j/99890455886?pwd=RVZwM3dGRnorQVpnQVFCSWp2ME1qZz09>

or by phone +44 203 901 7895

Meeting ID: 998 9045 5886 Passcode: 063126

The press and public are very welcome to attend the meeting via Zoom.

**Agenda.**

**Public session.**

To allow the public the opportunity to raise matters with the Parish Council. (Members of the Public will adhere to the rules set out by the Council) - **10 minutes.**

**Commencement of the Parish Council meeting.**

1. **The Chair** to welcome and introduce Parish Councillors, District Councillors, County Councillors, guests invited to the meeting, members of the public and receive any announcements.
2. **The Council** to receive apologies for councilors nonattendance at the meeting and approve reasons for absence.
3. **The Council** to receive any declarations of interest not already declared under the council's code of conduct or members Register of Disclosable Pecuniary Interest.
4. **Councillors** to consider the minutes of the Parish Council Meeting on 5<sup>th</sup> October 2020.
5. **Cllr Harvey** to provide details of latest police report.
6. **District Councillor Coultate** to update the meeting of new and ongoing issues - **5 minutes.**
7. **County Councillor Ogle** to update the meeting of new and ongoing issues - **5 minutes.**
8. **Councillors** to report that defibrillator checks have been carried out.
9. **Councillors** to provide an update of the Lengthsman work around the parish.
10. **Cllr Harvey** to give an update on the Chairman's Allowance spend.

- 11. Councillors** to discuss proposed local government changes in Nottinghamshire.
- 12. Cllr Harvey** to provide an update about Headon Camp enforcement.
- 13. Cllr Greenhalgh** to provide an update on the letter drop and feedback from Nether Headon residents regarding current and future speed limits.
- 14. Cllr Harvey** to provide an update on the progress of Grove War Memorial refurbishment.
- 15. Councillors** to discuss ‘Should the Parish Council have a webpage and use social media?’
- 16. Councillors** to discuss their online training and availability to attend the training.
- 17. Councillors** to review the following council policies and procedures and report back at the Parish Council meeting on the 4<sup>th</sup> January 2021. Clerk sent out these documents with the minutes
- Document retention policy
  - Register of members interests
  - Financial reserve policy
  - Financial regulations
- 18. Councillors** to consider new planning applications and any other planning matters.
- 19. Councillors** to inform the Clerk about highway related matters under the following subcategory's and the Clerk to report back on previously raised issues.
- 19.1 Verges.  
 19.1.1 Fly tipping Headon.  
 19.2 Hedges.  
 19.3 White lining.  
 19.4 Drainage.  
 19.5 Damage to highway infrastructure.  
 19.6 Street lighting faults or damaged equipment.
- 20. Councillors** to receive, review and approve financial matters.
- 20.1 RFO** to report on the balance of the current account.  
**20.2 RFO** to report on the balance of the savings account.  
**20.3 Councillors** to approve payment.

ITEM	INCOME	EXPENDITURE
SLCC FEE		£65.00
MR B WIELGUS REFERENCE ZOOM PAYMENT FEE		£14.39
ROYAL BRITISH LEGION (CHAIRS ALLOWANCE)		£60.00
SALARY + BACK PAY CLERK OCTOBER		£204.30
SALAR LENGTHSMAN OCTOBER		£72.91
HMRC PAYMENT OCTOBER		£44.40
MILAGE CLERK SEPTEMBER (TWO VISITS)		£45.00
GROVE PCC GRANT		£300.00

- 20.4 Councillors** to consider if we use the same internal auditor as last year.  
**20.5 Councillors** to discuss the budget requirements and precept for 2021/22.

**21. To notify the Clerk of matters for inclusion on the agenda for the next meeting.**

**22. To confirm the date and time of next meeting.**

Monday 7<sup>th</sup> December 2020 at 19:30hr.

Please note that the current restrictions imposed as a result of Corona Virus dictate that the next meeting will be a virtual meeting. The agenda for the next meeting will provide the Zoom log in detail.

**23. The Chair formally closes the meeting.**

Signed: -

Mr. Jim Blaik, Clerk to the Council and Responsible Finance Officer