

## CONEY WESTON PARISH COUNCIL

<https://coneyweston.suffolk.cloud/coney-weston-parish-council/>

### AGENDA

Under regulation 6 of the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020, you are hereby summoned to attend the meeting of Coney Weston Parish Council to be held by videoconference, on **Thursday 7 January 2021 commencing at 7.00pm** for the purpose of transacting the following business:

### THIS VIDEO-CONFERENCE MEETING IS OPEN TO THE PRESS AND PUBLIC

#### COUNCILLORS AND PARTICIPANTS:

Join this meeting (ideally 3 mins beforehand) by pasting the following link into your browser:

<https://us02web.zoom.us/j/86525060706?pwd=L1RHN29BQk4xR1Qwa21ta0RoanplZz09>

or by phone on 0203 481 5237/5240

Enter the Meeting ID: **865 2506 0706** and enter the Passcode: **484362**

Members of the public are welcome to join the meeting. Members of the public can only speak at point 4 and then at a specific agenda item if raised at section 4 of the meeting. Raise your hand at section 4 and the Chair will then introduce you at the appropriate agenda item.

To ensure the meeting works the public should mute their microphones whilst the meeting is in progress unless you're speaking.

The meeting will be recorded for minute purposes. Please advise us if you're recording the meeting.

Councillors – please raise your hand when you want to speak, all Councillors will be given opportunity to speak on the agenda items.

1. Record Councillors' apologies for absence.
2. Declarations of interest.
3. To approve the draft minutes of the last Parish Council meeting (22 December 2020).
4. Scheme of public speaking (public participation about **a specific agenda item**).
5. County Councillor's report.
6. District Councillor's report.
7. **Councillor's Reports**
  - 7.1. Village Groups
  - 7.2. Communications and Publicity including website
  - 7.3. Planning
  - 7.4. Playing Field
  - 7.5. Hedges and Highways and local authority liaison
  - 7.6. Defibrillator, speed device, Volunteer Group and Neighbourhood Watch liaison

**8. Financial Report and Draft Budget**

- 8.1. Agree proposed draft Budget for 2021/22
- 8.2. Agree precept amount for 2021/22
- 8.3. To review income and expenditure from 1 April 2020 to 30 December 2020 against budget and to confirm that the bank reconciliation agrees with the bank statements and sign off.
- 8.4. Sign off payment schedule and authorise payments:
  - 8.4.1. Clerk salary for November and December 2020 £289.72
  - 8.4.2. Payment to HMRC for Clerk personal tax £72.20
  - 8.4.3. Zoom subscription payment £28.78 for the months of December 2020 and January 2021
9. To approve payment of 7hrs 30 mins additional hours worked by the Clerk in November and 24 December 2020.
10. To approve 'view only' bank account access for Clerk.
11. To note completion of auto enrolment declaration to the Pensions Regulator.
12. To approve the amended asset register.
13. To discuss requirement for Internal Audit for the financial year 2020/21.
14. To discuss flooding in The Street.
15. To consider the status of a Community Emergency Plan.
16. To consider the Thetford Road Bungalow Project Progress Report, circulated to councillors by Cllr's Ladell and Clarke by email on 1 December 2020.
17. To review the progress being made regarding the conditions that need to be met prior to the payment of the second half of the grant of £4,885 to Coney Weston Swan Bowls Clubs approved in August 2020 (see Item 5 of the 3 August Minutes)
18. Correspondence received and matters for Council's attention since publication of the agenda (for information only).
19. Date of next Parish Council Meeting – Thursday 4 March 2021

**Andrea Morris, Clerk**