

METHWOLD PARISH COUNCIL

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I hereby give you notice of Methwold Parish Council Meeting to be held in
The 21 Room St Georges Hall Complex Methwold on **Thursday 13th June 2019 at 7.30pm**

All Councillors are summoned to attend.

Dated this **7th June 2019** by
Clerk to the Council *R. BUCKLE*

OPEN FORUM

AGENDA

1. To receive and consider accepting apologies for absence
2. Declaration of Interest - Councillors invited to declare any interest in any item on the agenda
 - 2.1 To consider any dispensations
3. Declaration of Interest – Councillors invited to declare an interest in any item on the agenda
4. To approve and sign the minutes of the meeting of 9th May 2019 as a true record of the meeting
5. Reports
 - 5.1 Update and Report from the Open Spaces Working Party to consider the recommendations made at the Open Spaces Working Party meeting held on 23rd May 2019 to include:
Grass cutting contract - request permission to include maintenance, spraying and hedge cutting to all outside areas at the Complex, Churchyard and Cemetery when obtaining quotes.
 - 5.2 Update and Report from the Hall and General Purposes Working Party to include consideration of the recommendations made at the Hall and General Purposes Working Party meeting held on 6th June 2019 to include:
Agree date for clearing items from club – volunteers and skip required.
Request permission to obtain quotes for partitioning of the cellar to make lockable cleaning cupboard with sink and increase the area for storage.
Request permission to have keys cut to make up full sets of keys for the board in the office, Clerk and Key Holder- so if required they can open all doors throughout the Complex.
Request permission for Zumba to have a key
Handyman list – permission to proceed with jobs which have been identified.
Quotes for chairs and tables
Updated and quotes for dividing doors
Social Club Driveway including costs full update by Chairman
6. Finance
 - 6.1 Accounts Update – Bank reconciliation
 - 6.2 Approval of payments – Income & Invoice List
 - 6.3 Request approval for R Gibson to continue as Financial Internal Control Officer
 - 6.4 Request approval of updated Financial Reserves Policy
 - 6.5 Request approval of updated Budget 2019/20
 - 6.6 Request approval of Internal Audit
 - 6.7 Annual Governance Statement to be approved and signed by Chairman and Clerk
 - 6.8 Accounting Statement 2018/19 to be approved and signed by Chairman and Clerk

7. Planning
 - 7.1 To receive planning decisions:
 - 7.2 To consider the following planning applications:
 - 7.3 To consider any planning decisions and applications received after the agenda was produced
8. Items received for Agenda

Co-option of parish councilors to fill the 4 vacant seats
9. Correspondence which has not already been circulated

OPEN FORUM

10. Any Further Reports and items for the next agenda-for information only
11. To pass a resolution (under the Public Admission to Meetings Act 1960 to exclude members of the public and press for the following confidential items: