

NOTICE OF MEETING

TO : ALL MEMBERS OF KETTON PARISH COUNCIL

You are hereby summoned to attend the virtual **Annual Council Meeting** of Ketton Parish Council to be held on **Wednesday, May 20, 2020**, commencing at 7:30 pm. Members of the public and press are cordially invited to attend remotely. Recording of Council Meetings: Any member of the public may film, audio-record, take photographs and use social media to report the proceedings of any meeting that is open to the public. Please notify the chairman if you intend to do so, as a matter of courtesy. Residents will be able to view and hear the meeting but will only be able to participate during Public Questions time.

The meeting can be accessed on the internet. Please click the link below to join the meeting

<https://us04web.zoom.us/j/74764481872>

Meeting ID: 747 6448 1872

Password: 6rpfCt

On Landline Telephone Dial: 0131 460 1196, 0203 481 5237, 0203 481 5240, 0208 080 6591, 0208 080 6592, 0330 088 5830, or iPhone one-tap: +441314601196,,92245957254# or +442034815237,,92245957254#

Sarah Ayling

Clerk to Ketton Parish Council

14 May 2020

AGENDA

2020/05/01	Election of Chairman and signing of Acceptance of Office
2020/05/02	Election of Vice Chairman/Chairman of Planning
2020/05/03	To determine membership of Committees 2020-2021 F&GP, H&OS, PR&M & Planning
2020/05/04	To receive and approve Apologies for Absence
2020/05/05	To receive Declarations of Interest, Dispersations and Additions to Registers <i>[Section 27 Localism Act 2011]</i>
2020/05/06	To approve and sign the Minutes of the Parish Council Meeting of March 18, 2020
2020/05/07	To receive any Matters Arising for information exchange <i>[NB Matters Arising may only appertain to the immediately preceding Parish Council Meetings - i.e. March 18, 2020]</i>
2020/05/08	Police Report
2020/05/09	Public Question Time: Members of the Public to Parish Council: Parish Council to County Council
2020/05/10	To Minute and approve the following payments:

To be signed and approved for payment

Street Solutions UK	Debit card	Barrier tape	£9.99
BT	Direct debit	Broadband & phone	£184.27
Enix Ltd	Debit card	Domain renewal	£15.60
ICO	Debit card	Data protection renewal fee	£40.00
101808 Mr D Shaw		Grass cutting	£630.00
Link Wholesalers Ltd	Debit card	Laminating pouches	£8.54
101809 ARBprint Ltd		C/Box printing & website maintenance	£859.00
101810 Black Velvet Pest Control		Moles control	£60.00
Millennium Ltd	Direct debit	Monthly pc back	£7.20
101811 Handyman		Handyman's salary	£721.40
101812 Assistant Handyman		Assistant Handyman's salary	£330.40
101813 Parish Clerk		Clerk's salary	£845.73
HMRC	Debit card	PAYE & NI	£538.99
Nest	Direct debit	Clerk's pension contributions	£115.29

2020/05/11	To receive and approve the 2019-20 Year End Accounts & Reconciliation
2020/05/12	To receive and approve the April & May Financial Statements and to sign the Reconciliations
2020/05/13	To receive, approve and adopt Committee Reports for May 2020, viz. 2020/05/13.1 H&OS 6 May, 2020
2020/05/14	To approve Council's subscriptions – SLCC, LRALC & NALC membership fees
2020/05/15	To approve the quote for the annual renewal of insurance due from June 1, 2020
2020/05/16	Reconfirm General Power of Competence eligibility
2020/05/17	To approve the Annual Governance Statement 2019-2020
2020/05/18	To approve the Accounting Statements 2019-20
2020/05/19	Approval of Council's Regulatory Documents Summary of Powers specifically delegated to the Clerk/RFO a) Standing Orders – updated April 2020 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 b) Financial Regulations

c) Tree Management Policy, Grant Award Policy, Code of Conduct, Complaints Procedure, Freedom of Information Policy & guidance, Website Policy, Social Media Guidelines, Data Protection Policy, Communication and Engagement strategy, Procedure for Co-Option as a Member of Ketton Parish Council, Insurance Policy, Asset Register and Risk Assessments, Procedure for Co-Option as a Member of Ketton Parish Council Policy, Habitual-and-or-Vexatious Complaints policy, Equal Opportunity Policy

2020/05/20	Councillors to confirm that they consent to be contacted by email
2020/05/21	To receive an update from the Ketton & Tinwell Neighbourhood Plan steering group
2020/05/22	To receive a report from the sub-committee tasked with evaluating & formulating proposals for the future use of the Ketton Library site
2020/05/23	To receive a report from Ketton Together
2020/05/24	News items to be included in Council News Page in St Mary's Church Magazine
2020/05/25	External items from outside the parish, including reports from any external meetings attended
2020/05/26	To note correspondence as received and to allocate actions to relevant Committees as appropriate
2020/05/27	To receive and note future Agenda items from Councillors
2020/05/28	Any other Urgent Business
	To receive items of urgent business which have previously been notified to the person presiding
2020/05/29	Meeting close and confirmation of next virtual meeting date as Wednesday, June 17, 2020



Sarah Ayling
Clerk to the Council
14 May 2020