

HEVINGHAM PARISH COUNCIL

Clerk: Mrs Karen Medler
Oak House, 8 The Turn, Hevingham
Telephone: 01603 754134 Email: hevinghampc@live.co.uk
New Parish Council website: www.hevinghampc.wixsite.com/hevinghampc

NOTICE OF MEETING and SUMMONS TO ATTEND

The next meeting of the Parish Council will be held on Tuesday
7th July 2020 at 7:30pm in the main hall of the Village Hall

AGENDA

1. To receive apologies for absence (telephoned to the Clerk in advance)
2. To receive Declarations of Interest and consider any requests for Dispensation
(please report to the Clerk prior to the meeting)
3. To accept the minutes of the Council meeting held on 3rd March 2020 (draft copy attached)
4. To report on matters arising from the previous meeting not on the agenda – for report only
5. To adjourn for Public Participation
6. Matters for Discussion and Decision:
 - a) **Grant application from Church** – to consider request for funds to cover tree maintenance
 - b) **Grass cutting at Church** – to re-consider costs previously agreed and agree any further contribution (Vicar to explain Church's financial position)
 - c) **Herbert Phillip Fund**
 - i) Under 5's – to note current position and discuss / agree interim payment
 - d) **Finance**
 - i) To agree accounts for payment and amendment to Standing Order for Clerk's salary
 - ii) To record payments approved during Covid-19 lockdown
 - iii) To receive Internal Audit report on accounts for year ending 31st March 2020 and consider any recommendations
 - iv) To agree accounts for year ending 31st March 2020
 - v) To consider whether to exempt the council from external audit and if so to authorise the Clerk and Chair to sign the exemption certificate
 - vi) To approve the 2019-20 Annual Governance Statement
 - vii) To approve the 2019-20 Statement of Accounts
 - viii) To agree dates for Electors Rights
 - e) **Allotments**
 - i) To note updates from the last meeting and agree any further action
 - ii) To consider any new 'issues' raised and agree the necessary action
 - f) **Village Hall Play Area** – to consider guidance on re-opening of play area and agree necessary action / opening date
 - g) **Planning**
 - i) To review applications considered during 'lockdown':
20200781 – 50 Brick Kiln Road – Demolition of existing and erection of new building
20200807 – 3 Churchill Close – Loft conversion
20201053 – Corbiere, 15 The Turn – Garage conversion to ancillary accommodation
 - ii) To note outcomes of previous applications
 - iii) To consider any new applications including Haverigland Hall Park
 - h) **Financial Regulations** – to review current regulations and agree proposed update

i) **Wellbeing Initiative** – to consider / agree request for 2 Councillors to be responsible for receiving and actioning specific emails

7. Matters to report:

- a) **Correspondence**
- b) **Clerks report**
- c) **John Hall Charity Report** (SB – as no APM)
- d) **Report from Cllr D Holmes on 2 training sessions attended**
- e) **Village Hall report**
- f) **Police report**
- g) **District and County Councillors reports**

8. Matters for future discussion and to note date of next meeting – 1st September 2020

IMPORTANT – IF YOU ARE ATTENDING THE MEETING

- On arrival please sanitise your hands with the sanitizer which will be provided.
- You will then be required to 'sign in' with your name and telephone number to comply with the Government's Track and Trace initiative. Please bring your own pen to do this.
- We will be using the main hall to allow for spacing.
- Please comply with the social distancing guidelines relevant at the time, at all times (2m / 1m).
- The toilets will be open for use.