

WITHAM ON THE HILL PARISH COUNCIL

Clerk to the Council

Bernard Champness
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The Annual Meeting of Witham on the Hill Parish Council will be held on Monday 18th May 2020 starting at 7.00 p.m. to be held remotely by Video Link

Public and Press are invited to attend, and if they require the link to attend the meeting then they should seek this from the Clerk and it is requested they are seated by 18.55 to ensure a prompt start to the meeting

	Open Forum
1.	Election of Chairperson
2.	Declaration of Acceptance of Office for Chairperson
3.	Election of Vice Chairperson
4.	Cheque signatories and banking arrangements
5.	To adopt and/or amend the Standing Orders, Financial Regulations and Risk Assessment.
6.	Apologies for absence, acceptance of Apologies & noting of resignations received.
7.	Declaration of Interest – To receive Declarations of Disclosable Pecuniary and Other Interests, as set out in Chapter 7 of the Localism Act 2011 and the nature of those interests relating to any Agenda item.
8.	Minutes of the last meeting held on the 20th January 2020 (19-06)
9.	Matters to report – <i>restricted to items not listed elsewhere in the agenda</i>
10.	To receive a report from the County and District Councillors.
11.	Clerks Report and correspondence received
12.	Planning applications – there are no planning applications to consider
13.	To receive an update on the A6121 crossroads
14.	To receive an update on the Stocks and Bywells.
15.	To discuss the matter of a defibrillator for the village
16.	To agree a possible calendar of meetings for the forthcoming year
17.	Audit of 2019/20 Accounts 1. To approve the Annual Governance Statement 2019/20 2. To accept the Accounting Statement 2019/20 as a true record 3. To sign the Annual Return and submit for Audit.
18.	To confirm Expenditure]£194.28 – B M Champness (salary for January, February, and March)] [£129.60 – HMRC (PAYE & NI)] [£98.00 – St Andrews (fees for hire of Village Hall) £194.28 – B M Champness (salary for April, May, and June) £129.60 – HMRC (PAYE & NI) £174.24 – Zurich Municipal (Insurance premium) []denotes those payments paid between meetings, which have been approved by the Chairperson and Vice Chairperson of the Parish Council or at a previous meeting but not listed Payments made by Direct Debit - £
19.	Any other business – <i>Reminder – by law no decision can be made under this item only information exchanged.</i>
20.	The date of the next meeting – to be held on Monday 20th July 2020 or on a date to be agreed at 7.00 p.m. at St Andrew's Parish Hall, Witham on the Hill or to be held remotely

Cut off time for the meeting is 21.00. Further information can be obtained from the Clerk using the details above

Signed... *B M Champness* (Clerk) Dated 12th May 2020