

# Notice of Charlton Musgrove Parish Council Extraordinary Meeting

Dear Councillors

I hereby give notice that on Wednesday 2 December 2020 an extraordinary meeting of Charlton Musgrove Parish Council will take place via Zoom, commencing at 7.30pm. All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business set out hereunder.

<https://us02web.zoom.us/j/82583043547?pwd=Z1ErWTM5cS9lcEtZcEZ4WjdmdU1nUT09>

Meeting ID: 825 8304 3547

Passcode: 723212

All Councillors and members of the public should be aware this meeting may be video-recorded.



Signed by Fran Hill, Clerk

Date 25 November 2020

## Public Session

An opportunity for members of the public or other authorities to address the Council on any agenda item or matter concerning the village. Anybody wishing to speak at the meeting may do so but must inform the Clerk on [clerk@charltonmusgrovepc.org.uk](mailto:clerk@charltonmusgrovepc.org.uk). A maximum of three minutes will be allowed for each person to speak at the Chairman's discretion.

## Agenda

- CMPC 12/01 TO RECEIVE APOLOGIES FOR ABSENCE AND APPROVE THE REASONS GIVEN**
- CMPC 12/02 DECLARATION OF INTEREST:** Members to declare interests they may have on the agenda items.
- CMPC 12/03 TO APPROVE AND SIGN AS A CORRECT RECORD THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 3 NOVEMBER 2020**
- CMPC 12/04 ACTIONS FROM THE PREVIOUS MEETING.**
- CMPC 12/05 PLANNING APPLICATIONS**
- I. **Applications to consider at the meeting to be considered:** none at time of agenda being sent out.
  - II. **Applications to consider that have arrived after agenda was sent out.**
- CMPC 12/06 FINANCIAL MATTERS:**
- a) **To approve cheques to be raised for :**

	Cheque No	Payee	Amount	Notes
	602	HMRC	£41.80	Tax on Clerk's Salary

*All members are reminded that the Council has a general duty to consider the above matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status, age and any disability) Crime and Disorder, Health and Safety, Human Rights.*

Fran Hill Parish Clerk & Responsible Financial Officer Tel: 01747823699

26/11/2020

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	603	Mrs F Hill	£167.00	Clerks Salary
	604	SALC	£55	Training GDPR and Essential Clerk pt1

- i. To consider any invoices arrived since the agenda was sent out  
b) To note cheques previously raised since last meeting under delegated powers

	Cheque No	Payee	Amount	Notes
	596	Poppy Appeal	21.00	Donation
	597	Three Counties Landscape	78.00	Graveyard maintenance
	598	P Furneaux	49.12	Petrol for mower
	599	SALC	50.00	Training - Council as a good employer
	600	Fitzpatrick Woolmer	1737.60	Notice Board
	605	Fitzpatrick Woolmer	1737.60	Notice Board replacement cheque

**c) Financial Matters to be considered**

- i. To note the balance of the bank accounts
- ii. Annual Budget: to consider the annual budget figures for year 2021-22 in preparation to agreeing the Precept in January 2021.
- iii. To consider authorising The Clerk (in consultation with Cllr Bastable and Cllr Moore) to change payroll company and allow her to give 3 months required notice to them. This is in response to difficulties in receiving details of tax and salary payments.
- iv. To consider authorising The Clerk (in consultation with Cllr Bastable and Cllr Moore) to investigate changing the current bank account to another. This is in response to the lack of access afforded to the Council.

**CMPC 12/07**      **PARISH PROJECTS COMMITTEE:** To consider set up of a new Committee /Working Party in line with Standing Orders to look at projects and involvement with the wider community.

**CMPC 12/08**      **LETTER RE PARKING:** To consider any Council response regarding parking on Barrow Lane

**CMPC 12/09**      **ITEMS FOR THE NEXT AGENDA**

**CMPC 12/10**      **DATE OF NEXT MEETING:** Tuesday 19 January 2021 7.30pm

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