

Notice of Charlton Musgrove Parish Council Meeting

Dear Councillors

I hereby give notice that on Tuesday 23 March 2021 a meeting of Charlton Musgrove Parish Council will take place via Zoom, commencing at 7.35pm. 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/85096997742?pwd=SUhPaW4vZ3Z4T3phZ2p6bUVVYTXBzd09>

Meeting ID: 850 9699 7742

Passcode: 329673

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



Signed by Fran Hill, Clerk

Date 12 March 2021

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. A maximum of three minutes will be allowed for each person to speak at the Chairman's discretion.

Agenda

- CMPC 03/01 TO RECEIVE APOLOGIES FOR ABSENCE AND APPROVE THE REASONS GIVEN**
- CMPC 03/02 DECLARATION OF INTEREST:** Members to declare interests they may have on the agenda items.
- CMPC 03/03 TO APPROVE AND SIGN AS A CORRECT RECORD THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 19 JANUARY 2021 AND 16 FEBRUARY 2021**
- CMPC 03/04 ACTIONS FROM THE PREVIOUS MEETING.**
- CMPC 03/05 PLANNING APPLICATIONS**
- I. Applications to consider at the meeting to be considered: None
- II. Applications to consider that have arrived after agenda was sent out.
- CMPC 03/06 FINANCIAL MATTERS:**
- a) To approve cheques to be raised for :

Cheque No	Payee	Amount	Notes
617	F Hill	£1272.46	Expenses £168.08 Overtime £456.75 – tax £ Holiday £268.83 – tax £ Homeworking £170.00 March Salary £208.80 - tax £41.80
618	Payman	£TBC	Total tax payable from above

All members are reminded that the Council has a general duty to consider the following 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

15/03/2021

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619	Read Agri	£165.60	St John's Gate
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b) To consider any invoices arrived since the agenda was sent out.

c) To note cheques previously raised since last meeting under delegated powers

Cheque No	Payee	Amount	Notes
611	SALC	£60.00	Essential Clerk parts 1 and 2
612	HMRC	£83.20	Tax on salary Dec 2020 and Jan 2021
613	Mrs F Hill	£334.40	Salary for Dec 2020 and Jan 2021
614	SSDC	£95.40	Playground inspections
615	HMRC	£41.80	Tax on salary Feb 2021
616	Mrs F Hill	167.00	Salary for Feb 2021

d) Financial Matters to be considered.

- i. To note the balance of the bank accounts and update on change of bank.
- ii. To consider and resolve to pay the 'clerk' her additional costs ie holiday, overtime, expenses and homeworking on a monthly basis rather than annually.
- iii. To discuss and resolve whether we change our accounting system to Scribe.
- iv. To discuss and resolve whether we change our payroll to 'in house'.

CMPC 03/07 RECORDING OF MEETINGS POLICY: to resolve to accept the update of the Recording Meetings Policy 2015.

CMPC 03/08 FINANCIAL REGULATIONS: to resolve to approve the Financial Regs 2020 now the amendments are in place.

CMPC 03/09 CODE OF CONDUCT: To resolve to approve the code of conduct.

CMPC 03/10 PLAY AREA:

- i. Update on planned letter from Cllr Izard.

CMPC 03/11 VILLAGE HALL: Update from Kelvin Moore

CMPC 03/12 HIGHWAYS: Drainage ditches on Rectory Lane & Road Repairs on Barrow Water Lane

CMPC 03/13 SIGNPOSTS:

CMPC 03/14 DOG BINS: update from Cllr Rochford

CMPC 03/15 OPERATION LONDON BRIDGE:

CMPC 03/16 ITEMS FOR THE NEXT AGENDA

CMPC 03/17 DATE AND VENUE OF THE ANNUAL PARISH MEETING – to discuss and resolve a date to host the Annual Parish Meeting

CMPC 03/18 DATE OF NEXT MEETING:

- I. Annual Parish Council Meeting Tuesday 18 May 2021 7.00pm
- II. General Parish Council Meeting Tuesday 18 May 2021 7.30pm

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