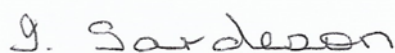


POLEBROOK ANNUAL COUNCIL MEETING

Annual Meeting of Polebrook Parish Council to be held via email for May 2020 for the purpose of transacting the following business.

Any member of the public who wishes to comment on any item of the agenda must contact the Clerk in the first instance.



Jill Sardeson
Clerk and RFO to Polebrook Parish Council

28th April 2020

Agenda

20.001 Election of Officers

- 20.001.1 To elect the Chairman
- 20.001.02 To elect the Vice-Chairman
- 20.001.03 To appoint the Internal Controllers

20.002 To record attendance, receive and accept apologies for absence

20.003 To receive member's Declarations of Interest in any item on the agenda and to consider any dispensations.

Councillors are reminded that if they have either a Disclosable Pecuniary interest or other interest in any of the agenda items then they should declare the interest and withdraw from the debate or meeting as appropriate.

20.004 To resolve to exclude members of the public/press from the meeting during the transaction of any items on the agenda identified by Council as containing confidential information.

Not now applicable as no physical meeting is being held.

20.005 To resolve that the Minutes of the meetings held on Tuesday 3rd March 2020 be signed as a correct record.

20.006 Delegating Powers to the Clerk

20.007 Co-option of Parish Councillor

Mrs J Sardeson
Clerk & RFO
15 Main Street
Yarwell. PE8 6PR
07814 468044

20.008 Public Forum – members of the public are invited to express their views and concerns on matters relating to items on this agenda and other items of note.

Not now applicable as no physical meeting is being held.

20.009 To consider matters arising from the previous meeting which are not covered in the following agenda.

20.010 To resolve any highways issues

20.010.1 To receive an update on the VAS

20.010.2 To discuss the upgrade of the street lighting

20.011 To receive an update on the Western Power project

20.012 To receive a report on the financial situation of the Council

20.012.1 To receive a report on the account's reconciliation

20.012.2 To approve invoices to be paid

20.012.3 To receive a report on invoices paid since last meeting

20.012.4 To receive a report on income since the last meeting

20.012.5 To approve the accounts for audit (AGAR)

20.012.6 To discuss online banking

20.013 To receive a report on any correspondence received since the last meeting that has not been dealt with via email

20.014 To consider any new and current planning applications

20.015 To receive an update on Bone Mill Lane

20.016 Village Hall update

20.016.1 Newflame Contract

20.016.2 To receive an update from the Chairman of the Management Committee

20.017 To discuss any matters regarding the allotment

20.018 To receive a report on the cemetery

20.018.1 Tree Survey

Mrs J Sardeson
Clerk & RFO
15 Main Street
Yarwell. PE8 6PR
07814 468044

20.018.2 New Tree donation

20.019 To receive an update on the new website

20.020 To approve Council documents

- 20.020.1 Standing Orders
- 20.020.2 Financial Regulations
- 20.020.3 Review of the Effectiveness of the Internal Audit
- 20.020.4 Statement of Internal Control
- 20.020.5 Delegated Powers
- 20.020.6 Burial Procedures
- 20.020.7 Asset Register
- 20.020.8 Code of Conduct
- 20.020.9 Freedom of Information
- 20.020.10 Risk Assessment
- 20.020.11 Complaints Procedure

20.021 To agree any future agenda items for the next meeting

20.022 To agree the date of the next meeting as 7th July 2020

Mrs J Sardeson
Clerk & RFO
15 Main Street
Yarwell. PE8 6PR
07814 468044