

The next meeting of Stradishall Parish Council will take place on Monday 2nd March 2020 at 7.30p.m. in the Shooting Lodge in Stradishall. Members of the public are welcome.

There will be an Open Forum at the start of the meeting to give members of the public and opportunity to speak to councillors informally about items on the agenda. Members of the public may stay and observe the rest of the meeting but may not address the Council.

AGENDA

1. To accept apologies and reason for absence.
2. Declaration of interest by Councillors in items on the agenda and dispensation requests.
3. To approve the minutes of the meeting held on Monday 4th January 2020
4. County Councillors Report
5. District Councillor's report
6. Police issues
7. To receive an update on the list of actions agreed at the last meeting
8. To discuss the following financial issues:
 - a) Approval of payments and signing of Schedule of Payments
 - b) Approval of payments authorised between meetings
 - c) To receive a statement of receipts and payments (including online payments) made since the last meeting
 - d) Councillor to complete the checklist of internal controls
 - e) To review all regular payments including the clerk's salary and approve payments relating to these services for 2020 - 2021
 - f) To check the PAYE details and tax code for the clerk's salary
 - g) To review the income and expenditure for 2019/20 against the budget and discuss the level of reserves for general and earmarked expenditure
 - h) To review the register of fixed assets and insurance values and check that the level of insurance cover is adequate
 - i) To review the Council's risk assessment
 - j) To check that the levels of liability insurance are adequate
 - k) To appoint an internal auditor to check the Council's system of internal controls and review the effectiveness of the internal audit. The internal auditor must be independent from the Parish Council.
 - l) To review the effectiveness of the Council's internal controls
 - m) To nominate a councillor to inspect the Council's property for damage or defects by 30th April 2020 and complete the inspection checklist.
 - n) Update on the progress of the bank mandate form
9. To discuss any planning issues
10. To discuss any highways/Rights of Way issues/tree/transport issue
 - a) Email from a resident about speeding along The Street and lorries through the village
11. To discuss any playing field issues:
 - a) Play inspection report
 - b) Purchase of a picnic bench
12. To confirm the dates of meetings in 2020/21
13. To discuss any village issues:
 - a) Future village event
 - b) Hiring a toilet for village events
14. To discuss the following correspondence:
 - a) Letter from EACH requesting a donation
15. Any other business for noting or including on the agenda of the Annual Meeting of the Parish Council on Monday 4th May 2020 at 8pm or the Annual Parish Meeting at 7pm