

FRANSHAM PARISH COUNCIL

THE NEXT MEETING OF FRANSHAM PARISH COUNCIL WILL BE HELD ON TUESDAY 26th MAY 2020 AT 7.00 P.M.

Under the Coronavirus Act, the Secretary of State has published meeting regulations which remove the requirement to hold annual meetings and allow virtual meetings up to 7 May 2021. These are contained in The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

Accordingly, this meeting will be held virtually via Zoom and if any members of the public or press wish to attend, please contact the Clerk no later than 12 noon on Tuesday 26th May 2020 and an invitation to join the Zoom meeting will be sent to you.

The public and press will be able to address the Council during the Public Participation session. Any member of the public wishing to speak must give notice to the Clerk by 12 noon on Tuesday 26th May 2020. Public Participation will be limited to 15 minutes, with three minutes allowed per speaker. Our Standing Orders do not permit members of the public and press to take part in the debates.

AGENDA

1. Welcome and apologies for absence.
2. To receive any declarations of interest.
3. To approve the minutes of the meeting held on Tuesday 17th March 2020 and Tuesday 31st March 2020.
4. To consider approval of an Addendum to Standing Orders relating to the Covid-19 situation.
5. To note any matters considered by Council during period of delegation to Clerk:
 - a) Bus Shelter Project - approval of refund of £9,312.26 to Dudgeon Fund.
 - b) Planning Decision – 3PL/2020/0357/HOU – 3 Station Drive, Great Fransham.
Internal alterations including changes and additions to existing fenestration and new fenestration as well as roof lights – No objections were raised.
6. To receive County/District Councillor reports.
7. Open Forum for Public Participation.
8. Planning Issues: To consider any applications received after the publication of the agenda.
9. To receive a report on the Bus Shelter Project & Repair.
10. Financial Matters.
 - c) To receive a financial report for the years ending 31st March 2020 and 31st March 2021.
 - d) To receive the internal auditors report and consider any recommendations.
 - e) To approve the annual governance statement in the 2019-20 Annual Return.
 - f) To approve the Statement of Accounts in the 2019-20 Annual Return.
 - g) To approve the certification of exemption from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015 and remove Council from the need for an intermediate level review.
 - h) To consider approval of a contribution towards a Zoom subscription (£2.40 per month).

- i) To consider approval of the following payments.
- Clerk Salary & Allowance – April/May (includes previously approved incremental salary increase) £198.00
 - HMRC £20.00
 - Internal Auditor £13.00
 - Insurance Renewal £305.87

The following payments were made during period of delegation:

- Website Subscription (refund to Clerk) £86.40
- Clerk – additional hours in respect of the website build £121.24
- HMRC £5.60
- Website Support £135.00
- Return of unspent Dudgeon Funds £9,312.26
- Highways England (replacement bus shelter) £1,000.00
- Norfolk Parish Training & Support Subscription £42.50

11. Correspondence for circulation.
(correspondence received after the agenda has been published will be circulated at the meeting)
12. To receive any new items for the next meeting.
13. To confirm the date of the next meeting of Fransham Parish Council which will be held at 7.00pm on Tuesday 21st July 2020.

Sheryl Irving
Clerk to the Council
franshamparishcouncil@gmail.com
Wednesday 20th May 2020