

## WHISSONSETT PARISH COUNCIL

### **THE NEXT MEETING OF WHISSONSETT PARISH COUNCIL WILL BE HELD ON THURSDAY 14<sup>TH</sup> MAY 2020 AT 7.30 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 Thursday 14th 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 Thursday 14th 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.**

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#### **AGENDA**

1. Welcome and apologies for absence.
2. To receive any declarations of interest.
3. To approve the minutes of the meeting held on 9<sup>th</sup> March 2020 & 30<sup>th</sup> March 2020.
4. To approve an Addendum to Standing Orders relating to the Covid-19 situation.
5. Open Forum for Public Participation.
6. County & District Councillors Reports.
7. Planning Issues – to consider any applications received after the publication of the agenda.
8. To consider level of support available for vulnerable residents during Covid-19 situation.
9. To consider any action required re dog fouling in the village.
10. To consider any urgent actions required in respect of council assets in the village.
11. Finance & Governance Matters
  - a) To receive financial statements for the year ending 31<sup>st</sup> March 2020 and 31<sup>st</sup> March 2021.
  - b) To receive the internal auditors report and consider any recommendations.
  - c) To approve the annual governance statement in the 2019-20 Annual Return.
  - d) To approve the Accounting Statements in the 2019-20 Annual Return.

e) To consider approval of membership of Zoom at a maximum monthly cost of £11.99.

f) To approve the following payments:

- Clerk (Salary/Allowance – April/May) £242.70  
(includes previously approved incremental pay increase)
- HMRC £24.80
- Internal Auditor £13.00

The following payments were made on 22<sup>nd</sup> April 2020:

- Norfolk PTS Subscription £130.00
- Clerk (Website Hours x 20) £193.80
- HMRC £17.60
- Website Support Provider £67.50
- Website Host (refund to Clerk) £86.40

12. To receive any new items for the next agenda.

13. To note the next meeting will be held at 7.30pm on Monday 13<sup>th</sup> July 2020.

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Sheryl Irving  
Clerk to the Council  
[whissonsettparishccouncil@gmail.com](mailto:whissonsettparishccouncil@gmail.com)  
Friday 8<sup>th</sup> May 2020