

SWALLOW PARISH COUNCIL

INCORPORATING THE VILLAGES OF SWALLOW & CUXWOLD

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Dear Councillor

You are hereby advised of the Full Council meeting of Swallow Parish Council which will take place on **Tuesday 12th January 2021 at 7.30pm** at which the under mentioned business will be transacted.

In accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020, the meeting will take place remotely using the Zoom platform.

The meeting ID is 719 3929 6179

Passcode is 5CSHaz

There will be a **5-minute** public forum prior to the start of the meeting between **7.25pm-7.30pm** where members of the public may address the council. Questions to the Council for inclusion at the meeting must be submitted to the Clerk by **12 noon on Friday 8th January 2021**

Date: 4th January 2021

Signed: J A Sparks (Clerk/RFO to the Council)

AGENDA

1. **Apologies for Absence.** To receive and accept apologies where valid reasons for absence have been given to the Clerk prior to the meeting.
2. **To receive declarations of interest under the Localism Act 2011** – being any pecuniary interest in agenda items not previously recorded on Member's Register of Interests.
3. **To receive and consider any dispensation requests** on agenda items and decide whether they are to be granted.
4. **To approve as a correct record the notes of the meetings held on 10th November 2020 and the Extra Ordinary meeting held on 14th December** and to authorise the Chair to sign the official minutes.
5. **To receive and consider a report from LCC & WLDC Councillors.**
6. **To receive and consider a report from the Police.**
7. **To receive a report from the Chair.**
8. **To receive and consider a report from the Clerk to the Council** on any outstanding matters and correspondence received since the meeting of 10th November 2020.
9. **Financial matters:**
 - To approve the bank reconciliation statement for November & December 2020.
 - To ratify payments of accounts, salary, & payments already made.
10. **Donation & Grant policy** – Resolve to accept new Donation & Grant policy.
11. **Contract for Clerk/RFO** – to approve contract for Clerk/RFO.
12. **Clerk/RFO courses** – Resolve to approve the attendance of the Clerk/RFO on courses relevant to the role providing they have been sanctioned by the Chair of the Council (or

Vice-Chair in the absence of the Chair) before they are arranged.

13. **Bus stop refurbishments** – to consider how best to manage the refurbishments going forward.
14. **Community Initiative Fund** – to receive an update from Cllr Walgate regarding application for Community Initiative Fund.
15. **Request for grant from Citizen’s Advice Bureau Gainsborough** – to consider request from Citizen’s Advice Bureau Gainsborough for a grant.
16. **Planning matters.** To consider any planning applications received and decide any comments that the Council wishes to make.
17. **Village Hall** – To receive an update from the Village Hall Committee.
18. **Business Plan** – To resolve to accept new Business Plan.
19. **Standing Orders** - Resolve to accept new standing orders.
20. **Financial Regulations** – Resolve to accept new financial regulations.
21. **Zoom meetings** – Resolve to approve continuation of Council meetings until May 2021 using the Zoom platform in accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.
22. **AOB** – to discuss any further business and agree any further items for inclusion in the agenda for the March meeting.
23. **Confirm date of next parish council meeting as Tuesday 9th March 2021.**