

## Kilmington Parish Council

Dear Sir/Madam,

All Councillors are hereby summoned to participate in a virtual Parish Council Meeting on Tuesday, 2 June 2020 at 8.00pm. Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status or disability), Crime & Disorder, Health & Safety and Human Rights.

Signed by Ruth Burrows - Parish Clerk

Date: 27 May 2020

Due to the current Covid-19 pandemic, the meeting will be held remotely via Zoom the internet conferencing package. Please note that the meeting is limited to 40 minutes and it is hoped to conclude all matters in this timeframe. However, in case additional time is needed, a second meeting will be set up starting at 20.42 hrs.

If you have questions on any items on the agenda, please contact the clerk. If these cannot be dealt with prior to the meeting, they will be dealt with under the Public Session. Members of the public will also be able to listen live to the meeting - for details of the Zoom link and passwords please contact the Clerk by email: [parishclerk@kilmingtonwiltshire.org](mailto:parishclerk@kilmingtonwiltshire.org)

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### **PUBLIC SESSION:**

If required a short period of time will be set aside prior to the start of the meeting for any questions pre-submitted by members of the public, to the Clerk, on any item on the agenda. No discussion will take place unless the topic is already on the agenda.

### **AGENDA**

(The meeting agenda will concentrate on essential business only)

**165. TO RECEIVE APOLOGIES FOR ABSENCE.**

**166. TO RECEIVE ANY DECLARATIONS OF INTEREST FROM MEMBERS AND TO CONSIDER REQUESTS FOR NEW DPI DISPENSATIONS.** *Cllrs. are invited to declare disclosable pecuniary interests and other Interests in items on the agenda as required by the Kilmington Parish Council Code of Conduct for Members and by the Localism Act 2011.*

**167. MINUTES** - to approve Minutes of the Parish Council Meeting held on Thursday, 12 March 2020 as a true and correct record (previously circulated).

**168. FINANCE**

- a) Internet Banking for payment of accounts
- b) To appoint/reappoint Internal Auditor
- c) Accounts & Audit - To approve accounts & supporting statements and to verify bank reconciliation for the year ended 31 March 2020 (previously circulated)
- d) Annual Governance & Accountability Return 2019-2020 Part 2 (previously circulated) to be approved and signed
- e) To RESOLVE to certify Kilmington Parish Council "exempt" from External Audit.
- f) To note public rights to inspect accounts.
- g) Payments received: Precept from Wiltshire Council (£7039.00)
- h) To approve the following payments:

Name/payee	Item/Purpose	Amount £	Cheque #
ClearSigns	Covid-19 signs for playing field	147.50	BACS
Teeandee Productions	Revamping website and associated costs	759.24	BACS
Came & Company	Hiscox Annual Insurance policy	1,036.88	BACS

WALC	Annual subscription 2020-21	123.56	BACS
Upper Stour St Mary's LCC	Donation to Churchyard maintenance	475.00	BACS
Mere Link Scheme	Annual donation under Section S137	110.00	BACS
Kilmington News (Pink Paper)	Annual donation under Section S137	70.00	BACS
Upper Stour Parish Magazine	Donation under S137	60.00	BACS
TBA	War Memorial maintenance	80.00	BACS
Accounting & Office Solutions	Annual fee for pay-roll and supporting services	105.00	BACS
Mrs R K Burrows	Clerks salary & allowance Q1 2020 (after reductions)	288.90	BACS
HMRC	Clerk's PAYE Q3 2019	64.80	BACS
Community Heartbeat	Part payment new PAD (public access defibrillator)	TBA	BACS

**169. DATE OF NEXT MEETING** To be advised.

Please note, this is a public meeting and the proceedings will be recorded in order to assist the Clerk in the production of the minutes. Once the minutes are approved the recording will be deleted from all computer files.