WIXFORD PARISH COUNCIL

*A member of the Warwickshire and West Midlands Association of Local Councils*

**Lynne Reekes – Clerk to the Council**

Tel: 07748 193431/The Stables,Wixford,Alcester B49 6DD

**Email: clerk@wixford-pc.gov.uk**

**NOTICE IS HEREBY GIVEN** that the July **Meeting of the Parish Council** will be held virtually via Zoom at 7.30pm on **Tuesday, 14th July 2020.**

**Details of how to join the meeting are on the Parish Council website at**

**wixford-pc.gov.uk**

***Lynne Reekes***

***Clerk to the Parish Council***

8th July 2020

 **A G E N D A**

1. Apologies:
2. Disclosure of Interests. *Councillors are asked to declare personal interests in any items on the agenda. Councillors are reminded that the Code of Conduct that takes effect from May 2018 provides that should they have a prejudicial interest in any matter under discussion they should withdraw from the room and not seek to influence a decision about the matter.*

3 . Reports from District & County Council representative

4. Comments from the Public

5 . Minutes of the Parish Council Meeting held on 12th May 2020..

6. . Matters arising (from Minutes):

 Village speeding/traffic volume

 Telephone Kiosk refurbishment

 George’s Elm Lane sign

 Gulley cleaning

7. . Finance:

 (I) To note and approve completion of Internal Audit by Mr. K J Dunn

 (i) To complete the Annual Financial Return for the year ending 31st March

 2019.

 (a) To certify that the Council is exempt from external Audit Review and complete

 Certificate of Exemption.

 (b) To verify and sign Annual Governance Statement

 (c) To approve, and sign the Bank Reconciliation as at 31st March 2019

 (d) To approve and sign the Statement of Accounts

 (e) To set the Notice Period for public inspection of the Accounts.

 (ii) To approve Accounts for payment (by BACS):

* Clerk’s salary: £333.20
* Office expenses: £28.80
* PAYE: £6.59

 (iii) To note accounts reconciliation to 30th June 2020.

 (iv) To confirm payments approved and made since last meeting (excluding those

 approved for payment at last meeting). All payments were made online due

 to problems with cheque signing during Covid 19 crisis.):

* Fastlain Hire Ltd.: removal of concrete base in phone box: £111.00
* Payroo Ltd.(PAYE software) April and May at £6.00 each (Direct debit)
* Kenneth J Dunn: Internal Audit fee: £65.00

9. Planning:

  **02/07/2020**: Amended/additional details to Application re Galloway House, George’s Elm Lane, Wixford B50 4JY (Surface water drainage Strategy Report and associated plan).

 Any further observations on the amendment to be lodged by **23rd July 2020.**

10. To deal with any correspondence:

11. Any other Business