



Landford Parish Council

Melanie Camilleri Parish Clerk & RFO
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Dear Councillor,
You are hereby summoned to attend the next meeting of
Landford Parish Council
On **Wednesday 13 May 2020 at 7:15pm by Video Conference**

Given the current government advice on COVID-19 and the need to safeguard councillors and members of the public, this meeting will be:-

- *carried out by video conference (joining instructions will be provided by the Parish Clerk)*
- *closed to members of the public and press*

Time, at the Chairman's discretion, will be set aside before the meeting for members of the public to address the Parish Council. Any questions and statements must be sent in writing to the Parish Clerk by 11 May 2020, to give Councillors the opportunity to read in advance of the meeting.

AGENDA

- 49/20 Apologies for Absence**
- 50/20 Declarations of interest**
- 51/20 Consider approval of Minutes of the Parish Council Meeting held on 08 April 2020**
- 52/20 Planning and Treeworks**
To consider applications received as per the attached Planning Schedule
- 53/20 Governance**
To review and adopt proposed new:-
 - Standing Orders
 - Policy for Recording Meetings
 - Financial Regulations
 - SOPs
- 54/20 Finance and Cheques**
 - i) Consideration and sign-off to Financial Statements for 2019/20
 - ii) Audit AGAR submission – new timescales as a result of COVID-19
 - iii) To approve the Cash Flow Report and approve the cheques
 - iv) To receive the Budget Control Report
 - v) Nationwide 95-day saver account:
 - a. Completion of Forms: Signature Mandate and Tax Compliance
 - b. Approve amount of funds to transfer from current account
 - vi) To review quote for Parish Council Insurance renewal wef 1 June

vii) To consider Community Partnership's request for support with a Community Questionnaire

55/20 Councillor Reports

56/20 To receive a report from Councillor Randall (Wiltshire Council)

57/20 Correspondence/AOB

i) **Video Conference subscription:** to consider buying a Zoom subscription (enabling the length of meetings to extend beyond 40 mins)

58/20 Date of the next meeting

If agreed, the date of the next **Landford Parish Council** meeting will be held on **Wednesday 10 June 2020 at 7:15pm by Video Conference**