

# STOW LONGA PARISH COUNCIL

CHAIRMAN: Michael Hayes

Clerk to the Council:  
Jo Harvey  
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10<sup>th</sup> September 2020

Dear Member,

You are hereby summoned to attend the **Parish Council Meeting** which will be held on **Wednesday 16<sup>th</sup> September 2020 at 8.00pm. Please note this a Virtual Meeting of the Parish Council using Fuze.** The login details are:

**Join from your computer or mobile:** <https://fuze.me/14478454>

**Or join by phone:** 020 3966 1485, 14478454# (meeting ID)

The Government has issued the regulations that gives local authorities greater flexibility in the conduct of meetings, including allowing members to attend remotely, and for public and press access to those meetings.

The [Local Authorities and Police and Crime Panels \(Coronavirus\) \(Flexibility of Local Authority and Police and Crime Panel Meetings\) \(England and Wales\) Regulations 2020](#) came into force on **4 April**.

They apply to local authority meetings and police and crime panel meetings that are required to be held, or held, before 7 May 2021.

The Regulations were made by the Secretary of State for Housing, Communities and Local Government, in exercise of the powers conferred by section 78 of the Coronavirus Act 2020(1) and paragraph 36(1)(b) of Schedule 6 to the Police Reform and Social Responsibility Act 2011(2).

**Public and Press are invited to attend**

## NOTICE and AGENDA

1. **Apologies for absence**
2. **Declarations of Interest in relation to any Agenda item**
3. **Coronavirus – Update on Annual Parish Meeting legislation**
4. **Public Open Forum**
5. **To approve Minutes of Parish Council Meeting held 15<sup>th</sup> July 2020**
6. **Matters arising from the minutes (not on the agenda)**
7. **Planning**
8. **Finance**
  - 8.1 To note accounts: Cashbook and Income against Expenditure
  - 8.2 Consider CIL spending: funds of £10,367.17
  - 8.3 Budget suggestions for 2021/2022
  - 8.4 Consider capital expenditure by SLPC
  - 8.5 Insurance to be renewed on 1<sup>st</sup> October. Currently with Community Action Suffolk.  
2019/20 annual premium £162.40. Quoted same cost for 2020/2021.
  - 8.6 To Approve 16<sup>th</sup> September 2020 expenditure:

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Date	Min Ref No	Chq No	Date cleared the a/c	Company	Details	For a/cs purpose only	Income	Total Expenditure	Balance
16/09/20				AskIT	Ink cartridges			155.69	19,321.52
16/09/20				Wages	Wages August 2020 including HMRC			140.04	19,181.48
16/09/20				Wages	Wages September 2020 including HMRC			140.04	19,041.44
16/09/20				Expenses	Clerks expenses August & September 2020			15.00	19,026.44
16/09/20				MiJan Limited	Internal Audit			70.00	18,956.44
16/09/20				ICO	GDPR/Data Protection			40.00	18,916.44

## 9. Parish Council website

The Public Sector Bodies (Websites and Mobile Applications) Accessibility Regulations 2018 requires public sector bodies, which includes local councils, to ensure reasonable adjustments are made to websites so they are accessible to people with various disabilities. These include: • Impaired vision • Motor difficulties • Cognitive impairments or learning disabilities • Deafness or impaired hearing.

From 23 September 2020 all local councils must have an action plan and an accessibility statement in place and would have started work to their websites to become more accessible.

## 10. Assets and infrastructure

10.1 Health and Safety – to consider any new problems

10.2 Play area update and discussion

## 11. Trees between SunnySide Farm and the Railway Cottage

## 12. Highways, byways, footpaths

12.1 Highways issues

12.2 Road safety and HGV/Construction Traffic, - LHI Application, update by Cllr A Pearson

12.3 Confirmation of siting of posts for the interactive speed sign - update

## 13. To Review progress of current projects – Appendix

## 14. Correspondence

## 15. Councillors' questions/Any other business

*Please, note that no decisions can lawfully be made under this item. Business must be specified therefore the Council cannot lawfully raise matters for decision.*

## EXCLUSION OF THE PUBLIC AND PRESS

**That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be excluded, and they are instructed to withdraw, Public Bodies (Admission to Meetings) Act 1960.**

## 16. Staffing update – Clerk's training update

## 17. Dates of the next meetings: All Council meetings are online until further notice

21 October 2020 Provisional

18 November 2020 Scheduled



Signed (Clerk) Jo Harvey

Date: 10 September 2020