

In the Parish of Englefield
The next Meeting of the Parish Council will be held
remotely on Wednesday 20th May 2020
At 6.30pm

Notice of Meeting

Residents of the Parish wishing to “attend” the meeting should refer to the Englefield Parish Council website where the details to enable you to join via Zoom will be published prior to the meeting.

Those wishing to join should contact the Clerk before 3pm on the day of the meeting to obtain the password.

Public Participation

While meetings are being held remotely, it is requested that any members of the public wishing to ask a question submit these by email to the Clerk. Written submissions should be limited to 500 words and submitted to the Clerk no later than midday on Monday 19th May 2020 in order that they can be read out and discussed.

The contact email for the Clerk is clerk.inglefieldpc@outlook.com

Annual Council Meeting – Agenda

1. Election of Chairman and Vice Chairman

To elect the Chairman and Vice Chairman to the Parish Council for the following year

2. Apologies

To receive apologies for inability to attend the meeting (if any)

3. Declarations of Interest

To remind members of the need to record the existence and nature of any personal, pecuniary, or other disclosable interests in items on the agenda, in accordance with the Members’ Code of Conduct

4. Minutes

To approve as a correct record the minutes of the meeting of this Council held on 17th March 2020

5. Councillors

To formally acknowledge the resignation of Cllr. Simon Strang and discuss the process to fill the casual vacancy

6. Financial Regulations

To confirm re-adoption of the Englefield Parish Council Financial Regulations

7. Responsible Finance Officer

To confirm that the Parish Clerk is the Responsible Finance Officer for financial year 2020/21

8. Remote Meetings Policy

To approve the Remote Meetings Policy

Parish Council Meeting – Agenda

1. Public Participation

To receive written submissions from members of the public

2. 2019/20 Annual Return

- i. To confirm that Englefield Parish Council meets the qualifying criteria for exemption and wishes to certify itself as exempt from a limited assurance review for financial year 2019/20
- ii. To approve the Annual Governance Statement for financial year 2019/20
- iii. To approve and sign off the Accounting Statements for submission for financial year 2019/20

3. Insurance Renewal

Agree terms of insurance renewal and whether to a 3-year Long Term Agreement with Hiscox

4. Payments for Approval

To approve the following items for payment

- i. Council Administration Salary & WFH Allowance May 2020
£133.16
- ii. Came & Company – Parish Council insurance June 2020 – May 2021
TBC

5. Payments Made

To inform that the following payments have been made since the last meeting of the Council

- i. West Berkshire Council – Annual Grounds Maintenance Recharge 2019/20
£33.76
- ii. Council Administration Salary & WFH Allowance April 2020
£133.36
- iii. West Berkshire Council – Administration of Uncontested Election May 2019
£75.00

6. Permissive Rights of Way

To discuss the access arrangements in place between Appleton’s Corner and St Mark’s Church

7. Car Parking – The Street

To discuss progress relating to plans for a car park on The Street

8. Covid-19

To discuss developments and activity within the Parish in relation to Covid-19