COLBY & BANNINGHAM PARISH COUNCIL

Clerk: Mrs. M.E. Anderson-Dungar

Blacksmith’s Cottage, Colby Road, Banningham

Norwich Norfolk NR11 7DY

Tel: 01263 732530 e-mail: [clerk@colby-banningham-pc.gov.uk](mailto:clerk@colby-banningham-pc.gov.uk)

website: [www.colby-banningham-pc.gov.uk](http://www.colby-banningham-pc.gov.uk)

NOTICE OF MEETING & SUMMONS TO ATTEND

# THERE WILL BE A REMOTE MEETING OF

# COLBY & BANNINGHAM PARISH COUNCIL

ON WEDNESDAY 15 APRIL 2020 at 7.00p.m.

MEMBERS OF THE PUBLIC AND THE PRESS ARE ALSO INVITED TO ATTEND REMOTELY\*\*

## A G E N D A

**01 APOLOGIES FOR ABSENCE**

**02 DECLARATIONS OF INTEREST AND DISPENSATIONS**

To receive Declarations of Interest in Agenda Items and to note any Requests for Dispensations

**03 PUBLIC PARTICIPATION**

To adjourn the meeting for 10 minutes to receive comments on agenda items from members of the public and Councillors with pecuniary interests.

**04 RE-CONVENE THE MEETING**

To re-convene the meeting

**05 MINUTES**

To receive Minutes of the Parish Council Meeting held on 19 February 2020 for approval. If approved, to be confirmed and signed at the next PC meeting held in person.

**06 INFORMATION ON MATTERS ARISING**

To receive information on Matters Arising from the Minutes not listed elsewhere on the Agenda

**07**  **CHANGES IN LEGISLATION FOR PARISH COUNCIL MEETINGS**

To note the following:

* Remote Meetings are legal until and including 6 May 2021
* Chairman/Vice-Chairman may remain in post until Annual Parish Council Meeting in May 2021 if required
* Annual Parish Meeting not required this year
* Audit deadlines have been extended

**08 ITEMS FOR DISCUSSION**

1. Grass Cutting on the Playing Field – meeting held 27 March 2020\*

2. Brookfield Cottage, Bridge Road\*

**09 FINANCE**

To consider the following financial items:

1. Schedule of Bills for Payment\*

2. Bank Reconciliations for March 2020\*

3. Appointment of Internal Auditor for 2019/20 Accounts

**10 I** **TEMS FOR INFORMATION/FUTURE AGENDA**

To receive items for information/referral to future Agenda

**11 DATE OF NEXT MEETING**

To confirm that the next Remote Parish Council Meeting will be held on

**Wednesday 20 May 2020** at **7p.m.**

Mo Anderson-Dungar

Mrs. M. E. Anderson-Dungar

Clerk of the Council

8 April 2020

*\*attached*

*NOTES*

*This Agenda and documents marked as “attached” unless marked “Confidential” are available on the Council’s website, at* [*www.colby-banningham-pc.gov.uk*](http://www.colby-banningham-pc.gov.uk)

*\*\*The Government has recently introduced temporary legislation enabling Parish Councils to hold remote meetings. The Public are still invited to these meetings. If you would like to join, please email* [*clerk@colby-banningham-pc.gov.uk*](mailto:clerk@colby-banningham-pc.gov.uk) *by 5p.m. on the daty of the meeting and she will send you the link to access. The meeting will include public participation time when members of the public may speak. For the remainder of the meeting, the Parish Council asks that members of the public mute themselves to avoid extra background disturbance.*