

## WARNDON PARISH COUNCIL

You are duly summoned to attend the next meeting of Warndon Parish Council  
to be held at 7.30 p.m. on Monday 20<sup>th</sup> April 2020

**Clerk: Mrs Susan Howell, 42 Cooke Close, Whittington, Worcester, WR5 2RB**

**E: [clerk@warndonparishcouncil.org](mailto:clerk@warndonparishcouncil.org)**

**T: 07743 623543**

For health and safety reasons during the coronavirus-Covid-19 pandemic, this meeting will be held virtually using the Zoom platform.

You can join the meeting just before it starts in the following ways:

1) Click the link below or enter in a web browser

<https://us02web.zoom.us/j/83192428484?pwd=dXZnNnRwTkg4SmhuTGnKQ3dYSWZMQT09>

2) Go to zoom's website <https://zoom.us/>

join by entering Meeting ID: 831 9242 8484 and Password (available from Clerk)

3) Telephone one of the following numbers:

+44 131 460 1196, +44 203 051 2874, +44 203 481 5237, +44 203 481 5240

Enter Meeting ID: 831 9242 8484 and Password (available from Clerk)

Please note: the meeting may be recorded. Please contact the Clerk for further assistance.

## AGENDA

1. Apologies
2. Declarations of Interest and consideration for requests for Councillor Dispensations in line with S33 of the Localism Act 2011.
3. Police Report

(The meeting may be suspended at this point to allow Members of the Public to address the Parish Council.)

4. To approve the Minutes of the previous meeting of the Parish Council held on 2<sup>nd</sup> March 2020.
5. To confirm decisions made since the last meeting:
  - To meet virtually using 'zoom' as the platform for Parish Council meetings during the coronavirus pandemic.
  - To purchase an annual subscription to Zoom.
6. To receive reports from:
  - County Councillor
  - City Councillor

7. To adopt revised Code of Conduct
8. To receive Environmental reports from
  - Councillors including clarification from Worcester City Council on dog bins
  - VAS / SID update
  - To receive Lengthsman Scheme Annual Agreement 2020/21
  - To consider proposal to fund replacement bin in Great Oaty Gardens Play area
9. Environmental Committee.
  - To agree new Terms of Reference
  - To receive report from Working Party
10. Planning and Rights of Way Matters
  - To agree Terms of Reference for Planning & Rights of Way Committee
  - To receive an update on actions arising from meeting with Worcester City Council
  - To consider current Applications and Decisions
  - To consider other pending consultations
  - To receive Neighbourhood Planning update
11. Leisure and Community Affairs
  - To receive updates on
    - i. Allotments
    - ii. New Website
    - iii. Defibrillators
  - To approve Bench strategy
12. Report of the Clerk

#### **Financial update 2019/20**

To receive the Interim Clerk's final report, including the Year End financial position for 2019/20 and approval of accounts for payment to 31<sup>st</sup> March 2020.

To approve accounts for payment and receive details of cash receipts for information.

#### **Accounts for payment to 31<sup>st</sup> March 2020 (retrospective under delegated authority)**

○ Groundbolt Ltd	Bench Fixings	£149.60
○ Westcotec Ltd	New SID machine	£3,900.00
○ Pace Print & Design	Newsletter printing	£916.50
○ Brodie Planning	Neighbourhood Plan costs	£4,760.40
○ Clerk	Salary (Feb/March)	£1,179.95
○ WCC Local Gov Pension	Clerk Pension (Feb/March)	£462.01
○ HMRC	Clerk Tax & NI(Feb/March)	£227.93
○ Clerk	Travel expenses	£111.64
○ Newsquest	Newsletter delivery	£84.00
○ Unity Trust Bank	Handling Fee	£0.30
○ Unity Trust Bank	Service Charge	£23.40
○ O2 (direct debit)	Clerk's mobile phone contract	£30.00

**Cash Receipts to 31<sup>st</sup> March 2020**

- Allotment fees – various plots £1700.79

**Accounts for payment**

- Cllr. Carney – allotment lock £18.59
- Worcestershire CALC subs & NALC affiliation fee £1,565.70
- O2 – Clerk's mobile phone contract April direct debit £30.81
- Clerk expenses – zoom upgrade for WPC meetings (1 month) £14.39
- Zoom annual charge (to be agreed, pending discounted price) £150.00

**Cash Receipts since 1<sup>st</sup> April 2020**

- Allotment deposits PN, JI, ID £30.00
- Allotment Fees 10b £26.50
- Worcester City Council Precept first half year £57,537.16
- Redwood bank interest £88.61

13. To receive an update on the Cloud computing project and agree delegated authority to implement

14. Annual Parish Meeting

- To consider whether to go ahead with the Annual Parish Meeting scheduled for 20<sup>th</sup> May 2020
- To consider Agenda and Topic if meeting goes ahead

15. Fetes

- To consider Parish Council involvement and financial support of Fetes within the Parish

16. To Receive reports from outside bodies:

- Lyppard Hub Management Board
- Worcester City Standards Committee
- CALC Updates which affect the Parish Council, including 'Covid-19 updates' and the Coronavirus Bill

17. To consider implications arising from the Coronavirus/Co-vid 19 pandemic

18. Councillors Reports and Items for Future Agendas

19. Date of the Next Meeting: Monday 4<sup>th</sup> May 2020

**Mrs S A Howell**

**Clerk and RFO**