

Quinton Parish Council

Parish Clerk
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www.quintonparishcouncil.org.uk

Councillors are hereby summoned and members of the public and press invited to the meeting of the council to be held on Tuesday 18 May 2021 at 7pm where the following business will be transacted. This meeting will be held in the Village Hall.

Date Issued 13 May 2021

issued by J R Scott

AGENDA

- 18-05-1** To receive nominations and **ELECT THE CHAIRMAN** of the Parish Council for the year.
- 18-05-2** Sign the **ACCEPTANCE OF OFFICE** form by the Chairman.
- 18-05-3** **CHAIRMANS ANNOUNCEMENTS.**
- 18-05-4** To receive and approve **APOLOGIES** for absence.
- 18-05-5** To determine **DISPENSATION** requests and to receive **DECLARATION OF INTEREST** on items on the agenda.
- 18-05-6** To receive nominations and **ELECT A VICE CHAIR** of the Parish Council for the year.
- 18-05-7** To Appoint an **INTERNAL VERIFIER** for the Council's Accounts.
- 18-05-8** To appoint and **INTERNAL AUDITOR** for the Council's Accounts
- 18-05-9** To confirm the **DATES OF THE PARISH COUNCIL MEETINGS** for the year, being the third Tuesday of each alternate month starting January of each year or as otherwise designated by the Clerk as it be necessary.
- 20 July 2021, 21 September 2021, 16 November 2021, 18 January 2022
15 March 2022.
- 18-05-10** To receive and Sign the **MINUTES** of the meeting held on 16 March 2021 and 31 March 2021.

Copies of all council papers are available to download at
www.quintonparishcouncil.org.uk

Council members can be contacted via the Clerk

- 18-05-11** To Co-opt candidates to the **VACANICIES** on the Parish Council.
Nominations: Louise Bromfield
- 18-05-12** To review the following **POLICY** of the Council.
Risk Assessment.
- 18-05-13** To review and approve the continuation of the Council's **INSURANCE POLICY.**
- 18-05-14** To receive any **ITEMS MEMBERS OF THE PUBLIC WISH TO RAISE.**

Noise and pollution created by M1 roadworks
Dangerous crossing on Wootton Road
Inconsiderate Parking
- 18-05-15** To Invite the **DISTRICT COUNCILLORS** to speak.
- 18-05-16** To review the following **PLANNING APPLICATION.**
- 18-05-17** To approve the **FINANCE REPORT** for the 1 Month to 30 April 2021, and to approve **PAYMENTS** of the attached accounts.
- 18-05-18** To approve the **INTERNAL AUDIT REPORT** and agree to submit a **CERTIFICATE of EXEMPTION** in place of submitting the **ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN** to the external auditors.
- 18-05-19** To review the **BANK MANDATE** and agree to make any changes necessary.
- 18-05-20** To receive **WORKING PARTY** reports and to discuss councillor membership.
- 18-05-21** To discuss the **CLERKS** requests.

Email addresses.
- 18-05-22** To review the **COMMUNITY FUND.**
- 18-05-23** To review any other **MEETINGS ATTENDED.**
- 18-05-24** To review any **CORRESPONDENCE / CONSULTATION DOCUMENTS.**
- 18-05-25** To receive **ITEMS FOR THE NEXT MEETING** on 20 July 2021.
- 18-05-26** Meeting **CLOSE.**

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John Scott
Clerk to Quinton Parish Council

Members of the public are welcomed at all meetings of the Council and opportunity to speak will be given at the appropriate time within the meeting. Members of the public may also address the Council upon individual items listed on the agenda for a period not longer than 3 minutes provided that three clear days' notice is given to the Parish Clerk of the intention. Parish Council meetings are held in a public place and attendees need to be aware that under new legislation the meeting may be recorded and/or photographs taken. If any member of the public intends to record or take photographs, as a courtesy will you please declare this at the beginning of the meeting.

Payments made since the last meeting

Accounts to be approved and paid.

Date	Month	From	Invoice Number	Amount	VAT	Total	Description	Category
02/01/2021	Jan-21	EON		135.31	6.44	128.87	Electricity Supply	Lighting Electricity
31/03/2021	Mar-21	J R Scott Salary		233.40		233.40	Salary	Staff Cost
31/03/2021	Mar-21	N J Blackwell		103.20	17.20	86.00	Grass Cutting	Grass Cutting

Date	Month	From	Invoice Number	Amount	VAT	Total	Description	Category
01/04/2021	Apr-21	Amazon (JR Scott)		7.50	-	7.50	Norton Software	Subscriptions
01/04/2021	Apr-21	Ncalc		166.50		166.50	Subscription	Subscriptions
01/04/2021	Apr-21	NCalc		185.00		185.00	Internal Audit	Audit
01/04/2021	Apr-21	NCalc		10.00		10.00	GDPR Fee	Subscriptions
02/04/2021	Apr-21	EON		132.36	6.30	126.06	Lighting Electricity	Lighting Electricity
15/04/2021	Apr-21	2Commune		702.00	117.00	585.00	New Website	Website
15/04/2021	Apr-21	HM Land Registry		40.00		40.00	land Regsitration	Miscellaneous
20/04/2021	Apr-21	RGS Arboricultural		240.00	40.00	200.00	Tree Survey	Maintenance
30/04/2021	Apr-21	J R Scott Salary April		233.40		233.40	Staff Costs	Staff Cost
30/04/2021	Apr-21	NJ Blackwell		218.40		218.40	Village Green Mainten	Maintenance
30/04/2021	Apr-21	Clerks Expenses		113.89		113.89	Staff Costs	Staff Cost
26/04/2021	Apr-21	Transfer		1.00		1.00	To Reserve account	Miscellaneous