

STOKE ORCHARD & TREDINGTON PARISH COUNCIL

Stoke Orchard Community Centre, Armstrong Road, Stoke Orchard. GL52 7SB

www.stokeorchardandtredington.org.uk

Notice of Stoke Orchard and Tredington Parish Council Meeting

Due to Covid-19, following Government Guidance, all face-to-face Parish Council Meetings have been cancelled until further notice. Therefore, the next Parish Council Meeting will be held electronically at **7.00pm** on **Tuesday 5 May 2020** for the transaction of business on the following agenda

Signed by

Jules Owen

Jules Owen PSLCC - Parish Clerk & RFO

clerk@stokeorchardandtredington.org.uk

29 April 2020

Members of the public are invited to request access details to the meeting from the Clerk – please email: clerk@stokeorchardandtredington.org.uk by 12 noon on Tuesday 5 May 2020

PARISH COUNCIL MEETING AGENDA

- 1 The Chairman will formally ask if anyone is intending recording or filming the meeting
- 2 To receive comments from the public - no decisions will be made on issues raised. Any items requiring decisions will be added to the agenda for the next meeting
- 3 To note apologies for absence
- 4 To receive declarations of interest for items on the agenda below, (Localism Act 2011) and to confirm the meeting quorate
- 5 To confirm and agree Minutes of the Parish Council Meetings held on 3 March and 7 April 2020, they will be signed at the next face to face meeting
- 6 To delegate authority to the Clerk in consultation with Councillors by electronic means or telephone, to make decisions on behalf of the Council, where such decisions cannot reasonably be deferred. The Clerk will further consult with the Chairman for guidance as necessary
- 7 To receive Clerk's Report circulated prior to the meeting and agree actions
- 8 Finance:
 - a) To agree payment list and those paid since last meeting, details circulated prior to the meeting
 - b) To receive bank reconciliation circulated prior to the meeting and agree to bank statements
 - c) To receive update regarding Small Business Covid-19 Grant
 - d) To receive update regarding External Audit
 - e) To consider insurance renewal quotations circulated prior to the meeting and agree arrangements for insurance cover in respect of all insured risks

* If you have any comments/questions for the Parish Council to consider, please submit them by 2 May 2020 at the latest by sending an email to the Clerk at: clerk@stokeorchardandtredington.org.uk

Alternatively, by post to:

The Parish Clerk

The Parish Council Office

Stoke Orchard Community Centre

Armstrong Road

Stoke Orchard

GL52 7SB

Please mark the envelope 'PCM 5.5.2020' in top left-hand corner