**LHPC02a/20 Little Horkesley Parish Council**

**meeting to be held in the Village Hall at 19:30 on Wednesday 19 February 2020**

# Apologies

**Declaration of Pecuniary or Non-pecuniary Interests in relation to items on the agenda.**

**1. Minutes**

To approve the minutes of the meeting held on 15 January as an accurate record.

**2. Tribute to Roger Drury**

# 3. Insurance Cover

Maria to report on the review of this policy

**4. Parish Council Policies**

Maria to brief the Council on new and existing policies.

# 5. Individual Responsibilities

# To review the attached document detailing the responsibilities of Councillors

# 6. Clerk’s Report

1. *HMRC Tax implications*

To discuss progress made on registering the Parish Council with HMRC.

b. *Playing Field*

To receive a report from the Clerk on the removal of the play equipment

Discuss the Council's official response to queries about the removal of the play equipment

c. *Little Horkesley Website*

Clerk to update on progress of the website and any suggested changes from Councillors.

To report on who is still to email a photograph for the site.

d. *Roads and Verges*

Clerk to report on email to Councillor Anne Brown about flooding.

e. *VE Day 75*

To agree that the Parish Council will not pursue the VE Day 75 celebrations given the current circumstances.

g. *Grant for Picnic Bench*

To receive suggestion for the Clerk about applying for a grant for a picnic bench for the “Green Space”

h. *Parish Council Meeting Dates*

To review and agree the proposed date changes for the 2020 Parish Council meetings.

Move 15 April to 22 April?

Move 15 July to 8 July?

**7. Planning**

No issues to discuss

**8. Finance**

To approve the following expenditure:

* £900.00 to Danny Thurlow for removal of the playgroup equipment
* £75.00 Stuart Mosley for removal of bench in play area
* £122.40 Jo Petersen for web hosting with Wix
* £60.04 Jo Petersen for G-Suite Mailbox
* £28.15 Jo Petersen for new domain littlehorkesleypc.com
* £169.35 Jo Petersen salary

**9. Correspondence**

* Email from Simon Amstutz (AONB Manager Suffolk CC) regarding damage to roots on an oak tree from farm machinery.
* Legal Update January 2020
* Email from Anne Brown linking to One.network message re Closure of Water Lane on 28th February for one day while UK Power Networks replace and remove overhead lines and poles.

**9. Items for the Next Agenda**

**…………………………………………………………………………….. (J Petersen – Clerk)**

# ……………………………………………………………………………… (Date)

**Date of the next Parish Council Meeting Wednesday 18 March**