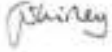


# LONGFORD PARISH COUNCIL

Email: [longfordpc@outlook.com](mailto:longfordpc@outlook.com) ~ Tel: 07759 118922

I hereby give notice that a meeting of Longford Parish Council will be held on Tuesday 2<sup>nd</sup> February 2021 at 7.30pm by remote attendance via video conference.

Members of the Council are hereby summoned to attend for the purpose of transacting the business as set out below. All residents of the Parish are welcome to attend and a period of time is set aside for members of the public to raise questions.



Mrs J Shirley, Clerk to Longford Parish Council  
26<sup>th</sup> January 2021

**To join the Zoom Meeting, click the following link:**

<https://us02web.zoom.us/j/82233774687?pwd=WFBDRXBZBWjZVGZKSVDaGRpVGhqUT09>

**Meeting ID: 822 3377 4687**

**Passcode: 533212**

## AGENDA

1. To note attendance and apologies for absence
2. To receive declarations of interest in items on the agenda
3. To approve the minutes of the meeting held on 8<sup>th</sup> December 2020.
4. To review outstanding actions from previous meeting.

The meeting may be adjourned at this point for members of the Public to speak. (10 mins max)

*Members of the public are welcome to speak at this point of the meeting regarding any matter on the agenda or any items they wish to bring to the attention of the Parish Council; the Parish Council is not permitted to make any decisions during the public session. Members of the public are not permitted to address the meeting once the public session is concluded.*

### **5. Finance / Procedures** (20 mins)

- 5.1 To receive the bank reconciliation and budget versus spend reports for Nov and Dec 2020.
- 5.2 To approve the appointment of GAPTC for the independent annual audit 2020/21 at a cost of £175.
- 5.3 To consider the quotes received for tree maintenance that arose from the tree inspection and appoint a contractor.
- 5.4 To consider the quotes received for ground maintenance for 2021 and appoint a contractor.
- 5.5 To ratify the accounts paid in December:

Invoice Date	Payee	Net	VAT	Gross	Budget
30/12/20	Salaries December 2020	£441.19	£0	£441.19	Admin
04/01/21	Expenses	£228.23	£34.13	£262.36	Admin
04/01/20	HMRC	£348.60	£0	£348.60	Admin
11/12/20	PATA (UK)	£23.25	£0	£23.25	Admin
				£1075.40	

### 5.6 To approve the accounts for payment:

Invoice Date	Payee	Net	VAT	Gross	Budget
30/01/21	Salaries January 2021	£441.19	£0	£441.39	Admin
				£441.19	

### **6. Parks and Open Spaces**

- 6.1 To discuss and make decision on ideas for the open space on Sivell Close
- 6.2 To consider the purchase of two more solar lights for the village hall driveway
- 6.3 To consider use of gravel to the rutted areas at the allotment site.

Notice: The next meeting of Longford Parish Council to be confirmed.