

LONGFORD PARISH COUNCIL

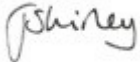
Email: longfordpc@outlook.com ~ Tel: 07759 118922

10th May 2021

I hereby give notice that the Annual meeting of Longford Parish Council will be held in **Longford Village Hall** on **Tuesday 18th May 2021 at 8.00pm**, following the Annual Parish Meeting.

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 15 minutes is set aside for members of the public to raise questions.



Julie Shirley, Clerk to Longford Parish Council

AGENDA

1. To elect Chair of Longford Parish Council and receive Chair's Declaration of Acceptance of Office
2. To elect Vice-Chair of Longford Parish Council
3. To appoint officers and representatives to the LPC committees / working groups / external bodies
4. To agree meeting dates for 2021/22
5. To note attendance and apologies for absence
6. To receive declarations of interest in items on the agenda
7. To approve the minutes of the meeting held on 6th April 2021.
8. To review outstanding actions from previous meeting.
9. To note that Notice of Vacancy has been displayed.
10. To consider applications to fill councillor vacancies by Co-option (4 vacancies).

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 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.

11. Finance / Procedures

(30 mins)

- 11.1 To receive the latest bank reconciliations (April) and budget versus spend report for the 2020/21 accounts.
- 11.2 To approve the payment of expenses for Clerk (£95.99).
- 11.3 To agree the dates (14th June to 23rd July 2021) for the Public Rights & Publication of Annual Governance & Accountability Return
- 11.4 To review the insurance due for renewal 1st June. and select insurer from the quotes provided.
- 11.5 To approve invoices for payment:

Invoice Date	Payee	Net	VAT	Gross	Budget
30/04/21	Vegetation clearance works	£170	£34.00	£204.00	P&OS
				£204.00	

- 11.6 To ratify the invoices paid since the last meeting:

Invoice Date	Payee	Net	VAT	Gross	Budget
30/04/21	Salaries April 2021	£441.39	£0	£441.39	Admin
24/03/21	SLCC Enterprises	£499.00	£69.80	£568.80	Training
31/03/21	Glebe Contractors	£976.00	£195.20	£1,171.20	P&OS
15/04/21	PATA UK – payroll services annual invoice	£95.40	£0	£95.40	Admin
	TOTALS			£2,276.79	

12. Parks and Open Spaces

(10 mins)

- 12.1 To receive an update on plans for the memorial garden on Sivell Close

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12.2 To consider supporting a resident request for tree planting along the brook adjacent Fircroft Road.

13. To receive reports from representatives for information only: (15 mins)

- Allotments
- Finance
- Personnel
- Play Park & Playing Field
- Village Hall Working Group.