### BARLING MAGNA PARISH COUNCIL

**NOTICE IS HEREBY GIVEN** that a meeting of the Barling Magna Parish Council will take place on Thursday 12 November 2020 by online conferencing[[1]](#footnote-1), commencing at 7pm. **ALL MEMBERS of the COUNCIL ARE HEREBY SUMMONSED** to attend for the purpose of considering and resolving upon the business to be transacted at the meeting, as set out hereunder. This meeting will be open to the press and members of the public. Anyone wishing to participate in this meeting should request instructions for joining no later than noon on the day of the meeting, by application to: clerk@barlingmagna-pc.gov.uk.

Parish Clerk Issued: 6 November 2020

**AGENDA**

* 1. **The Chair to declare the meeting open**
	2. **To receive apologies for absence.**
	3. **To receive Declarations of Interest in accordance with the Council’s Code of Conduct and with section 106 of the Local Government Finance Act 1992.**
	4. **To approve minutes of the following meeting:**
1. Meeting of the Council held on 8 October 2020

	1. **The meeting will stand adjourned to permit Parishioners of Barling Magna to address the Council** *(limited to 20 minutes, 5 minutes per speaker).*
	2. **Financial matters – to consider and approve**
2. Banking matters
3. Bank reconciliation to 31 October 2020 *(to be circulated)*
4. Payment requests for November 2020 *(separate schedule to be circulated*)
5. Income received
6. Quarterly income and expenditure account and bank reconciliation (breakdown of receipts and payments recorded in the cashbook compared to bank statements)
7. Comparison between bank reconciliation and cash book entries for inspection by Councillors
8. VAT claim 2nd quarter 2020
9. SLCC: (1) budget setting course for Clerk - cost £30; (2) EALC: New Clerk’s course – cost (with bursary) £17.50
10. Request by the Barling Magna Parish Hall Committee for a grant
	1. **Management matters**a. Review of programme against annual targets
	b. Annual review of bank standing orders and direct debits (circulated)
	2. **Governance matters**a. Further to the resolution by Council on 10 September 2020 (Minute 20.145.a.) statutory notice has now been given that the Clerk to the Council, Michelle Power, will be eligible for membership of the Local Government Pension Scheme operated by Essex County Council. The public notice has been displayed for the required 7 days on the Parish Council notice board.
	3. **Events and projects – to report progress and agree any action**
11. Beautiful Barling Calendar 2021
12. Citizen of the Year Award
13. Photography competition
14. Christmas hampers
15. Christmas lights
16. Defibrillator
	1. **Report from Outside Bodies**
17. To receive a report from the Chair following her attendance at the Rochford Hundred Association of Local Councils.

	1. **Planning Matters – to consider and take any action**

None received

* 1. **Clerk’s Report.**
1. To receive a report from the Clerk.
2. To note any correspondence and to take any action required.

	1. **Street Lighting**
	2. To receive any reports from Councillors.
	3. Lighting reported to the contractor
	– Barling Road, opposite Peartree Cottages
	- Little Wakering Road, outside no 155
	4. **To receive a report from the District and County Councillors for the area on any matters of interest.** *(limited to 20 minutes, 5 minutes per speaker)*
	5. **At the Chair’s discretion, to exchange information and items for future meetings:**
* Monday 23 November – Finance Committee
* Thursday, 10 December – Full Council
	1. **Exclusion of the Press and the Public**

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and the public be excluded and they are instructed to withdraw.

* 1. **Contractual Matters (for discussion)**

a. To consider the tenders received for the replacement of the three wooden bus shelters in the Parish.

* 1. **To declare the meeting closed**
1. Permitted under s78 The Coronavirus Act 2020 [↑](#footnote-ref-1)