Dear Councillor, you are summoned to attend the next meeting of **Melverley Parish Council**

to be held by Zoom on  **6th January 2021 at 7.30 pm**, to consider the matters listed in the agenda below.

**If members of the public wish to join the meeting, please contact the Parish Clerk (****melverleypc@gmail.com** **or 07866 494411)**

**AGENDA**

20.23 Apologies

20.24 Public session: To provide an opportunity for members of the public to speak (10 mins)

20.25 To reaffirm Declarations of Interest

20.26 To confirm the minutes of the meetings on 16th December 2020

20.27 To receive updates on:

(a) Flood defence developments

20.28 Financial

To receive and approve expenditure and bank reconciliation:

 (a) expenditure:

|  |  |
| --- | --- |
| **Details** | **amount** |
| Clerks pay (December) |  £ 132.13  |
| HMRC period 7, 8 and 9 |  £ 173.97  |
| **Total** |  **£ 306.10** |

 (b) bank reconciliation:

|  |  |
| --- | --- |
| Balance brought forward from Year End 31st March 2020 | £2,919.98 |
| Add: Receipts to date | £4,165.94 |
| Less: Payments to date | £3,383.72 |
| Closing Balance on 31st December 2020 | **£3,702.20** |
|  |  |
| Bank Balance as on 31st December 2020:  |  |
| Current account 70622206 | £4,008.30 |
| less uncleared payments | £306.10 |
|  | **£3,702.20** |

(c) discussion regarding items for inclusion in budget for 2021-22, grant system, and precept

 Agree additional inclusions/replacements (already suggested: Flood related expenditure, e.g., publicity, £500; defibrillator training £300), contingency? Flood equipment, defib repairs

(d) draft risk management policy and grant policy – attached

20.21 Items for discussion at next meeting: (not for debate or decision)

20.22 Proposed dates of next meeting: 3rd March 2021

Ian Cruise-Taylor

Parish Clerk – Melverley Parish Council

To note that the date of the next meeting will be notified later

Ian Cruise-Taylor

Clerk to Melverley P.C.