

WITTON & RIDLINGTON PARISH COUNCIL

Jubilee Farm, Fleggburgh Road, Rollesby, Norfolk NR29 5HH
Tel: 01493 749918; Email: wittonandridlingtonpc@outlook.com
Chairman: Mr Clive Stockton Parish Clerk: Mrs Catherine Moore

To Members of the Council,

You are hereby summoned to attend an electronic meeting¹ of Witton & Ridlington Parish Council on **Tuesday 21st July 2020, 7pm** for the purpose of transacting the following business:

C Moore Parish Clerk 15th July 2020

1. **To consider apologies for absence**
2. **Public Forum**
 - a. Public
 - b. County / District Councillors
3. **Declaration of interest for items on the agenda and applications for dispensation**
4. **To approve the minutes of the meeting held on 19th May 2019**
5. **Matters Arising from the Minutes**
 - a. Update on Banking Administration (Lloyds Bank and Unity Trust Bank)
6. **Finance**
 - a. Financial Update 2020/21
 - b. To consider payment of the following:

i. C Moore	Salary and Expenses	£311.20
ii. HMRC	PAYE	£75.20
iii. Indigo Waste	Recycling	£16.20
iv. Unity Trust (via C Moore)	Account Opening	£500.00
 - b. Receive 2019/20 Internal Audit Report
 - c. Approve 2019/20 Annual Governance and Annual Accounting Statements
7. **Correspondence**
 - a. Parish Partnership Scheme 2021/22
 - b. Mill Common – potential encroachment onto Common
 - c. General Correspondence
8. **Planning**
 - a. New Applications
None
 - b. Decisions
None
9. **Review Policy Documents**
 - a. Complaints Policy
 - b. Equal Opportunities Policy
 - c. Training Policy
 - d. Data Protection Policy
 - e. File Retention Policy
 - f. Filming at Meetings Policy
 - g. Press and Media Policy
 - h. Freedom of Information Guide
 - i. Privacy Notice
 - j. Asset Register
10. **Other Matters**
 - a. Parish Council Website
 - b. Vattenfall – Update
 - c. Rented land in Witton – update
 - d. Village Hall Recycling Credits
 - e. Co-option of Parish Councillors
11. **Date of Next Meeting: Tuesday 15th September 2020, 7pm, Witton & Ridlington Village Hall or via Zoom, depending on government guidance in place.**

¹ Members of the public wishing to observe the meeting can access it by downloading the Zoom app and joining the meeting from 6.55pm using the following credentials:
Meeting ID: 2015140757 Password: 365665