

## Agenda Littleworth Parish Meeting, 18:30 17 November 2020 using Zoom

The joining details are:

<https://us05web.zoom.us/j/87635286059?pwd=dW5Yc3Rwbjl0QzVrMUkyU05xSy94Zz09>

Meeting ID: 876 3528 6059

Passcode: p55fUY

If you are not comfortable using Zoom you can contact Alice Margey ahead of the meeting with your votes / opinions.

1. Review and approve minutes of AGM 18 August 2020.
2. Matters arising from AGM minutes. The phone box has been painted and daffodils planted around the oak tree.
3. Direction The parish meeting is looking at 3 themes to guide its activity and spend. The themes are:
  - Safety - eg defibrillator, lobbying for safety measures on the A420
  - Sense of community - keeping everyone updated ( eg newsletter, noticeboard, web site) and looking after our environment ( eg painting the phone box, planting daffodils)
  - Smooth running - making the behind the scenes administration as efficient as possible
4. Defibrillator - proposal to authorise the Chairman and Clerk to buy replacement pads and/or battery should the defibrillator be used. The costs would be carried forward to the next years budget. The costs for replacement parts are approximately £40 for a new pad and £170 for a new battery.
5. Proposed budget for 2021/2022

Item	Notes	Anticipated spend
Parish Noticeboard	Proposal to buy a new village noticeboard to replace the church noticeboard which is falling apart. The noticeboard would be used for all village events, a village map and church notices. The proposal is to use a grant from the County Councillors Priority Fund (agreed) and by sharing the remaining cost with the church (agreed).	£600
Parish web site	Proposal to establish a new web site for the parish. The web site will provide a short introduction to the parish and its history, information about events such as the dog show, and meet current and future requirements for the publication of Parish information and accessibility.	£200
Old school playground repair fund	Annual payment which is added to the Parish reserves so funds will be available when repairs are needed. Current fund is £1,500	£500
OALC subscription	Advice on requirements for Parish Meeting	£150
Insurance	Public liability insurance	£220
Expenses	Chairman & Clerk expenses and ability to make minor financial payments for unexpected expenditure	£100
<b>Total</b>		<b>£1,770.00</b>
<b>Estimated cost per band D dwelling</b>	Annual cost per dwelling in 2020/2021 was £12.28	<b>£15.53</b>

6. Approval for Chairman and Clerk to make minor financial payments for unexpected expenditure up to £100.
7. Approve Freedom of Information Act publication scheme.
8. Auditors acknowledgement of receipt of Certificate of Exemption
9. Actions taken to safeguard Parish finances
10. Any other business

## Appendix

### Parish Meeting Financial position

<b>Bank Balance 10 November</b>	£3345.41
Allotments balance for maintenance from 1990 & 2008-9	£0.00
Old School Playground repair fund	£1500.00
Audit potential challenge costs	£200.00
Grant for noticeboard	£1215.02
<b>Useable balance</b>	<b>£430.39</b>