

LONGFRAMLINGTON PARISH COUNCIL

A MEETING OF LONGFRAMLINGTON PARISH COUNCIL WILL BE HELD ON

Wednesday 4th November 2020 at 7.00 p.m.

On-Line

AGENDA

- 1) **Apologies for Absence** - Notification from councillors who are absent from this meeting.
 - 2) **Table Urgent Business to be discussed in 20 below** – only urgent items councillors have become aware of since the publication of the agenda will be discussed at the end.
 - 3) **Declaration of Interests** - Declaration from councillors of a personal interest they may have in any matters on the agenda.
 - 4) **Gifts & Hospitality** - Declaration from councillors if any received.
 - 5) **Community Police Report**- To receive a report from the Community Police representative.
 - 6) **County Councillors Report** - To receive a report from the County Councillor.
 - 7) **Minutes of Previous Meeting** - To approve the minutes of the meeting held on 7th October 2020.
- Housekeeping Issues** – These issues should take no longer than 60 minutes to deal with.
- 8) **Matters Arising out of Minutes** - To receive updates on the following matters not appearing elsewhere on the agenda:
 - a) Road Improvements
 - b) Village Christmas tree and lights
 - c) Covid-19 Related Issues
 - d) Local Electricity Bill
 - e) Halloween
 - f) Remembrance Day Service
 - g) Longframlington Christmas on Facebook
 - 9) **Meetings to Attend / Attended** - To receive reports of meetings attended by councillors or clerk and agree any meetings to be attended.
 - 10) **Finance**
 - a) Notification of receipts in the months of October 2020.
 - b) Approval of Clerk's salary, expenses, PAYE & NI and approval of Other Payments.
 - c) Requests for donations.
 - d) Bank Reconciliation to 31st October 2020.
 - e) General Service Review – Review of Assets
 - f) Facebook information dissemination and publication of link to Minutes
 - g) Interim Internal Audit
 - 11) **Village Activities**
 - 12) **Allotments**
 - a) Management
 - i) Review Allotment Fees for 2021
 - b) Maintenance
 - 13) **King George V Playing Field** including:
 - a) Sports Court & Playground arrangements during the current pandemic
 - 14) **Planning**
 - a) To note any planning issues since previous meeting.
 - 15) **Cemetery/JBC issues:**
 - a) Finance
 - b) Burials/Ashes internments
 - c) Memorial applications
 - d) Moles
 - 16) **Action Plan – November 2020**
 - a) Review of internal policies & procedures – to check that the existing policies and procedures are fit for purpose and up to date (Code of Conduct; Standing Orders; FOI Document; Storage Procedure)
 - b) Allotments - carry out inspections.
 - c) Sports courts and playground – Review condition and record equipment at the sports ground
 - d) FramNews Report – identify councillor to write it
- Main Issues** – These issues are allocated a longer time for discussion.
- 17) **Neighbourhood Plan**
 - 18) **Clerk Holiday Friday 6th - 13th November**
 - 19) **Any Urgent Business** - To hear any other urgent matters councillors have raised in 2 above.
 - 20) **Agenda Items for, and Date of Next Meeting** - To note the date of the next meeting and any agenda items.

Note: Those wishing to attend will need to enter via Zoom Meetings. Join Zoom Meeting at:

<https://us02web.zoom.us/j/87041250550?pwd=azZ6WEZuVldaeE9OT2Q3R0YrdGdLUT09>

Enter Meeting ID: 870 4125 0550

Enter Passcode: 137095

If you are unfamiliar with using Zoom you may wish to use the following guidance at: <https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting>

The public may only observe the proceedings of the meeting. Public questions must be submitted to the Clerk at least 48 hours in advance of the meeting. Such questions will be dealt with, at the chairman's discretion, prior to the commencement of the meeting.

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