

The next meeting of Risby Parish Council will take place on Thursday 5th March 2020 at 7.15p.m. in Risby Village Hall (Gift Horse Room)

Members of the public are welcome. There will be an Open Forum at the start of the meeting to give members of the public and opportunity to speak to councillors informally about items on the agenda. Members of the public may stay and observe the rest of the meeting but may not address the Council.

AGENDA

1. To accept apologies and reason for absence.
2. Declaration of interest by Councillors in items on the agenda and dispensation requests.
3. To approve the minutes of the meeting held on Thursday 9th January 2020 and the planning meeting held on Thursday 13th February 2020.
4. County Councillors Report
5. District Councillor's report
6. Police issues
7. To receive an update on the list of actions agreed at the last meeting
8. To discuss the following financial issues:
 - a) Approval of payments and signing of Schedule of Payments
 - b) Approval of payments authorised between meetings
 - c) To receive a statement of receipts and payments (including online payments) made since the last meeting
 - d) Councillor to complete the checklist of internal controls
 - e) To review all regular payments including the clerk's salary and approve payments relating to these services for 2019 - 2020
 - f) To check the PAYE details and tax code for the clerk's salary
 - g) To review the income and expenditure for 2019/20 against the budget and discuss the level of reserves for general and earmarked expenditure
 - h) To review the register of fixed assets and insurance values and check that the level of insurance cover is adequate
 - i) To review the Council's risk assessment
 - j) To check that the levels of liability insurance are adequate
 - k) To appoint an internal auditor to check the Council's system of internal controls and review the effectiveness of the internal audit. The internal auditor must be independent from the Parish Council.
 - l) To review the effectiveness of the Council's internal controls
 - m) To nominate a councillor to inspect the Council's property for damage or defects by 30th April 2020 and complete the inspection checklist.
9. To discuss any planning issues
 - a) DC/20/0286/TCA - Lethrede, Hall Lane - TCA notification - fell one sycamore
10. To discuss any highways/Rights of Way issues/tree/transport issues
 - a) Review of the bollards on The Green
 - b) Quote from Hayden's for a tree survey
11. To discuss any village issues:
 - a) Quotes for work on the war memorial
 - b) Request from The Stile for Risby Parish Council to fund the newsletter
12. To confirm the dates of meetings in 2020/21
13. To discuss the following correspondence:
 - a) Email from SNWA requesting a donation
 - b) Letter from EACH requesting a donation
14. Any other business for noting or including on the agenda of the Annual Meeting of the Parish Council on Thursday 7th May 2020 at 7pm or the Annual Parish Meeting at 8pm