



MEETING OF ALBRIGHTON PARISH COUNCIL

I hereby give you notice that the meeting of Albrighton Parish Council is to be held on 13th May 2020.

In accordance with the provisions of The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020, this meeting will be held via Microsoft Teams, at 7.15pm and all members of the Council are hereby summoned to attend.

Dear Councillor

I HEREBY SUMMON YOU to a meeting of Albrighton Parish Council to be held on Wednesday 13th May 2020 at 7.15 pm this meeting will be held via Microsoft Teams, when the business set out below will be transacted.

Shirley Reynolds
Clerk to Albrighton Parish Council

CORONAVIRUS UPDATE:

In accordance with the provisions of The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 the Parish Council will be holding remote meetings whilst government measures requiring social distancing are in force. Our preferred method for meetings will be Microsoft 'Teams'. Details of the meeting id will be sent in the agenda for each meeting. Members of the public wishing to observe the meeting or participate in any Public Session should contact the Clerk at clerk@albrightonparishcouncil.gov.uk for a password.

THE AGENDA FOR THE MEETING SHALL BE AS FOLLOWS:

20/0001 Apologies

To receive and approve apologies for absence. Members are asked to give their apologies direct to the Clerk.

20/0002 To adopt Virtual Meetings Policy (enclosed)

20/0003. Declarations of Interest

To receive declarations under consideration on this agenda in accordance with the Localism Act 2011 s32 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. Members must fill out the declarations of Interests Forms for submission. Where a member indicates that they have a prejudicial interest but wish to make representation regarding the item before leaving the meeting, they must do so under item 4(D) of Public Participation.

20/0004. Public Participation

Members of the public are invited to ask questions, make representations or submit comments on any item on the agenda. This is LIMITED TO THREE MINUTES PER PERSON – at the sole discretion of the Chairman.

20/0005. Minutes of previous meeting:

To receive the minutes of the meeting held on 4th March 2020 (enclosed).

20/0006 Finance & Personnel

- a) To receive a report by the Chairman of Finance & Personnel Committee to also include receipts and payments for the year up to 31st March 2020, (enclosed) – Cllr. Maguire.
- b) To consider risk assessment (enclosed)
- c) To consider income & expenditure in April 2020 details below:

Expenditure

Date	Cheque	To Whom Payable	Reason	Amount
1/4/20	4615	Viking Direct	Toilet rolls, soap and paper towels	£31.05
03/04/2020	DD	GRENKELEASING LIM I	Inv: 1220017528	£118.80
14/04/2020	FPO	OLIVIA NEAL	Postage	£5.80
14/04/2020	DD	MAINSTREAM DIGITAL	Inv: AA21619389	£6.04
14/04/2020	FPO	Keith Gibson Cars Ltd	Fuel INV I016201	£7.00
14/04/2020	FPO	Viking	INV 155537	£47.99
15/04/2020	DD	ATOS RE FUELGENIE	Flyer Fuel	£171.51
03/04/2020	DD	GRENKELEASI, soap, G LIM I	Inv 1220017528	£118.80
14/04/2020	FPO	OLIVIA NEAL	Postage	£5.80
17/04/2020	FPO	WEST MERCIA ENERGY	REFERENCE: S08724	£333.83
17/04/2020	FPO	npower	Electricity 1/1/20-31/3/20 Ash Grove	£1,177.72
17/04/2020	DD	BT GROUP PLC	Fraud Protection	£27.86
20/04/2020	DD	BT GROUP PLC	Line rental/calls APC & Library	£135.48
20/04/2020	FPO	HMRC -	PAYE/NI	£1,073.89
22/04/2020	FPO	Shropshire Council	Pension contributions	£1,652.98
23/04/2020	BACS	GB COPIER SYSTEMS	Library Printer	£30.00
23/04/2020	FPO	Albrighton Parish Council	Salaries	£5171.05
27/04/2020	DD	ALD AUTOMOTIVE	Flyer lease	£787.96
28/04/2020	DD	VEOLIA ES UK LTD	Duty of care	£4.00
30/04/2020	FPO	Midland Computers	Yearly hosting & Maintenance contract charges	£214.32
30/04/2020	FPO	SALC	SALC fees due from APC	£1,547.23
30/04/2020	FPO	Amazon payments UK	Printer cartridge	£46.48
30/04/2020	FPO	E-ON	Repairs to lighting Ashfields	£240.00

Income

Date	Payment Type	Payer	Reason	Amount
1/4/20	Cash	Albrighton Parish Council	Meeting room Hire 18/3/20	£10.00
1/4/20	Cash	Albrighton Parish Council	Flyer cash 17-20/3/20	£63.00
1/4/20	Cash	Albrighton Parish Council	Library cash 16-20/3/20	£28.84
1/4/20	Cash	Albrighton Parish Council	Investment Account Interest	£13.23

21/4/20	BACS	HMRC	Vat reclaim Jan – March 2020	£950.83
24/4/20	BACS	Shropshire Council	Precept and CIL 20/21	£173,959.43
30/4/20	BACS	Shropshire Council	Covid-19 grant claimed for flyer costs	£500.00

20/0007 To consider the internal audit report (enclosed)

20/0008 To note Clerks report update (enclosed)

20/0009 To receive verbal update on WMT workshop (Cllr R Smith)

20/0010 Date of next meeting:

- a) Albrighton Parish Council meeting – Wednesday 3rd June 2020 time to be confirmed
(Via Microsoft Teams)