



HARSTON PARISH COUNCIL

Chairman: Mr Niall O'Byrne. Clerk: Mrs Diane Bayliss

PO Box 330, Ely, Cambs. CB7 9GF

Email: clerk@harstonparishcouncil.org.uk

NOTICE OF A MEETING OF THE PARISH COUNCIL

To Members of the Council:

I hereby give notice that a meeting of Harston Parish Council will be held in **The Pavilion, The Limes, Harston** on **Thursday 2nd April 2020**

You are hereby summoned to attend for the purpose for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder:

Members of the public and press are invited to attend.

Please note mobile phones must be set to silent/vibrate, this is applicable to members of the public and councillors.

27th March 2020

Clerk to the Parish Council

AGENDA

1. Apologies for Absence

(LGA 1972 S 85(1))

2. Members' Declaration of Interest for Items on The Agenda + Requests for Dispensation

(Localism Act 2011 s 31 s 33)

3. COVID-19 CONTINGENCY ARRANGEMENTS

To agree contingency plans and delegated powers for making payments, responding to planning applications and other urgent/necessary parish council matters, until parish council meetings are able to resume, which will be kept under review as the situation unfolds owing to the Corona Virus Pandemic

4. Finance Report

- a. To Consider Request to Pay Insurance for HRG £336.00
- b. Payments to Cleaner and Caretaker
- c. To Approve Bank Reconciliations for February
- d. To Pay April Accounts

Payments since the last meeting

		Gross
Diane Bayliss	March Salary (28 th March)	£1572.54
Jason Trueman	Cleaner (1 st April)	£54.00
John Jennings	Caretaker (1 st April)	£210.00

Payments for tonight's meeting

		Net	VAT	Gross
Diane Bayliss	Travel/ Clerk's Expenses	£123.00	£0.00	£123.00
HMRC	Tax & NI	£260.91	£0.00	£260.91
Nest	Clerk's Pension	£63.10	£0.00	£63.10
Viking Direct	Ink (Councillors)	£94.94	£18.99	£113.93
CAPALC	Affiliation/DPO Fees	£542.73	£0.00	£542.73

5. Highways Matters

- a. LHI Bids for 2021-2020
- b. Grass Cutting Contract for the forthcoming year.

6. Burial Ground

- a. To consider quotation for cutting back cemetery hedge

7. Agenda Items for the Next Meeting

Any business and payments, to be considered at Parish Council meeting must be delivered to the Clerk for inclusion on the agenda at least 7 days prior to the meeting.

8. Date of Next Meetings:

7th May 2020 - To be confirmed subject to information from NALC