

**NOTICE OF BUDGET MEETING OF FIVEHEAD PARISH COUNCIL**  
**Monday 21 December 2020 at 1930**  
**Virtual meeting online using Zoom**

**All Members are summoned to attend the above meeting.**

The Parish Council is working under Emergency Operating Procedures agreed on 20 March 2020. Government Regulations now enable local councils to hold remote meetings (including by video and telephone conferencing) if they wish until May 2021. Members have agreed to hold online meetings using Zoom.

Members of the Public may join the meeting via Zoom (<https://zoom.us/>); or mobile: +442039017895 or +441314601196; or landline +44 203 901 7895. Meeting ID: 884 3022 6919. Passcode: 491470. When you join, please use your name. Your name will not be recorded in the Minutes. The meeting will be recorded using the Zoom facility to aid Minute writing; the recording will be deleted after the Minutes are agreed.

*Jayne Parsons*

Jayne Parsons Clerk to the Council 16 December 2020

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**AGENDA**

**1. Public participation**

Members of the Public may raise any matter relating to items on the agenda here – it is helpful if these are notified in advance in writing to the Clerk.

**2. Apologies for absence**

**3. Declarations of Interest and Dispensations**

Members should declare any interest in items on the agenda here. **To receive and consider** granting dispensation requests. Members must withdraw from the meeting if declaring an interest and not being granted dispensation to remain in the meeting. The Zoom Waiting Room function will be used if Members have to withdraw from the meeting.

**4. Budget discussions – items for budget/precept/reserves for FY21/22**

- a) Playing Fields – request for grant for FY21/22 - **to consider.**
- b) Village Hall – request for grant FY21/22 – **to consider.**
- c) Asset Register – **to consider updated report and confirm insurance levels.**
- d) Cemetery – quotes for removal of spoil/reseeding and insurance update – **to consider.**
- e) Housing Needs Assessment survey – **to consider quotes and prize for completed surveys.**
- f) Other projects requiring spend in FY21/22 – **to discuss costs and impact on precept.**

**5. Payments to be authorised**

- i) A Barrett – Heart Internet Ltd – domain name renewal for 2 years - £21.58 (inc VAT) – **Resolution required for overspend on website budget line.**
- ii) Willoway Landscaping Services Ltd – moving bin and erecting noticeboard - £110 (inc VAT)

**6. Matters of Report, Questions and Items for the Next Meeting**

- a) Chairman
- b) Clerk
- c) Councillors

**7. Date of Next Meeting (Online)**

Monday 4 January 2021 at 1930 via Zoom