



The **Annual Meeting** of **Kirby Muxloe Parish Council** will be held virtually via Zoom on **Thursday 14th May 2020** commencing at **7pm** for the transaction of the below business.

All members of the Council are required to attend.

R. Atkinson
Parish Clerk

Dated: 6th May 2020

Parishioners and Press are most welcome to attend.

Please note that due to the current Covid-19 Coronavirus situation, the Parish Council will meet virtually via Zoom.

<https://zoom.us/j/95800059453?pwd=NGdTaGlqRWWhiZlBXYlpLSk9TRHZwUT09>

Meeting ID: 958-0005-9453

Password: 889362

Or join via telephone 0203 481 5240 / 0131 460 1196 / 0203 051 2874 / 0203 481 5237

AGENDA

- 1 **To elect a Chairman of the Council and to receive the declaration of acceptance of office**
- 2 **To elect a Vice Chairman of the Council and to receive the declaration of acceptance of office**
- 3 **To receive apologies for absence**

- 4 **To receive any declarations of pecuniary and non-pecuniary interests to any matter pertaining to the agenda and to consider dispensations**
- 5 **To confirm decisions made, as a result of the meeting on 26th March 2020 having to be cancelled as a result of Coronavirus (COVID-19)**
- 6 **Parishioners time
(15 minutes are set aside for parishioners to raise issues and ask questions)**
- 7 **To receive an update from Kirby Muxloe Library and Community Hub**
- 8 **To review and confirm the Meeting Schedule for 2020-21**
- 9 **Appointment of Councillors to Committees/Working Parties and to review the Terms of Reference/Remit of Working Parties**
 - i. Leisure, Parks and Cemetery Committee
 - ii. 'The Byways' Committee
 - iii. Events Working Party
- 10 **Appointment of Councillors to external Organisations**
 - i. Kirby Muxloe Village Hall
 - ii. Kirby Muxloe Library and Community Hub
- 11 **To confirm cheque signatories/authorise online banking**
- 12 **To review and confirm**
 - i. Standing Orders and the amendments to these during the COVID-19 crisis
 - ii. Financial Regulations
 - iii. Risk Management Schedule
 - iv. Asset Register
 - v. Arrangements for insurance cover
- 13 **To review current policies/procedures**
- 14 **To receive the Clerks report**
 - i. To provide an update on matters from 26th March 2020 to date
 - ii. To verify all payments made since the previous meeting
 - iii. To verify and authorise the Payments Schedule
 - iv. To agree the Bank Reconciliation
- 15 **To approve a tender for the Ground Care contract/s for 2020-23**
- 16 **To discuss and consider**
 - i. Obtaining low maintenance landscape designs for 'The Byways' 11 Court Close, Kirby Muxloe
 - ii. Repairing the lamp on the footpath between Main Street and St Bartholomew's Church
 - iii. A memorial request

iv. A grant application

17 **To consider annual subscriptions**

PROPOSED FOR CLOSED SESSION

In accordance with the Public Bodies (Admission to Meetings) Act 1960 and the Local Government Act 1972 ss100 and 102, members of the public and press are likely to be excluded from the meeting at this point due to the confidential nature of the business

18 **To consider staffing matters**

19 **To receive an update on Freedom of Information Requests and to consider ongoing matters**

20 **To note any other business** (This item should only be used to register future agenda items or items that are solely for information only. No issues requiring a decision or with a financial implication can be raised)

21 **To confirm the date and place of next meeting.**