**Holton Parish Council**

NOTICE OF MEETING

I hereby give you a notice that a meeting of the Parish Council will be held on Wednesday 19th August 2020 at 7.00pm.

The Parish Council will be holding this as a Zoom meeting due to Coronavirus restrictions on public gatherings. Parishioners should forward to the Clerk via email any request to join the meeting.

Elaine Day Clerk to Parish council

[edayhpc@gmail.com](mailto:edayhpc@gmail.com)

**AGENDA**

1. **Election of Chair followed by Chair’s welcome and note of any apologies submitted.**
2. **Public Forum** – Residents are welcome to give their views and ask questions about issues on this agenda or raise items for consideration at a future parish council meeting.
3. **To receive members’ declaration of interest.**
4. **Members’ requests for dispensation to vote.**
5. **Minutes of previous meetings.**  
   To approve as a true and accurate record of the minutes of the Zoom meeting dated 26/05/2020.
6. **Clerk’s Reports**.
7. **Matters arising from previous meetings.**
8. Commemorative bench in village. Cllr. Menham – Costings – Dist. Cllr. Cackett level of support.
9. VAS scheme. Concern with effectiveness to be resolved.
10. **Issue and adoption of the following:**

**Councillor code of Practice.**

**Standing Orders.**

**Financial Regulations.**

1. **Appointment of the following:**

**RFO.**

**Internal Auditors.**

**Representative of Village Hall Committee.**

1. **Planning.**  Planning correspondence received post agenda and pre-meeting.
2. **Play area update.**
3. **Correspondence read at meeting.**
4. Report from SARS with an appeal to the Council for a donation to help with running costs over the next 12 months.
5. **RFO Report, bank reconciliation.**

**List of cheques for approval and signature.**

1. **Date of next meeting 09/09/2020 via Zoom subject to change.**