

## MANCETTER PARISH COUNCIL

You are invited to the Parish Council Meeting  
to be held in the Schoolroom, St Peter's Church on Tuesday 24<sup>th</sup> March 2020  
commencing at 7pm prompt.

**Legally this Agenda has to be published but the meeting will be subject to the latest government advice applicable on 24<sup>th</sup> March 2020.**

**Social distancing within the room and hand washing at the venue will be adhered to and the meeting subject to being quorate will be conducted swiftly and efficiently.**

### **AGENDA**

1. Welcome and Apologies.
2. Chairman's request that anyone recording the meeting to make themselves known.
3. Minutes of the last meeting:
  - To accept the draft minutes of the Parish Council Meeting held on 28<sup>th</sup> January 2020
4. Public Question time for Members of the Public to raise **urgent** issues.

**It is strongly advised that members of the public DO NOT ATTEND. Instead please telephone or e-mail the clerk with general concerns. This meeting is to delegate further powers to the clerk to allow the council to function in this emergency pandemic situation.**

5. To formally approve the renewal of the registration of Mancetter Parish Council to the Local Council Awards Scheme.
6. To issue meeting dates for the forthcoming financial year. These will be subject to government guidance.
7. Finance
  - Signing of all payments since the last meeting in accordance with the Bank mandate. **To agree to minimise contact by nominating two councillors to agree to approve payments separately outside of the meeting in preparation for the financial year end.**
  - To re-examine the financial regulations and standing orders relating to budgeted and emergency expenditure and delegate authorisation to the Clerk in conjunction with the Chair and Vice Chair.
8. Planning
  - To agree the delegation of Planning comments to the Clerk to meet deadlines for comments subject to feedback by telephone or e-mail by councillors.

9. Publicity

- Approval of Mancetter Matters report

10. Cemetery and Maintenance around the Parish

- To approve a new policy regarding benches in the cemetery
- To discuss keeping cemetery fees at current prices following a policy review
- To decide emergency arrangements to maintain the running of the cemetery during the pandemic as a burial authority.

11. Allotments

- To communicate to Allotment holders, arrangements for access to the site and care of livestock.

13 Date of next meeting- **To be confirmed as soon as government guidance allows.**

Signed: E. L. Higgins

Date: 19<sup>th</sup> March 2020

Elane Higgins Parish Clerk

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