

STRATTON STRAWLESS PARISH COUNCIL

Clerk: Mrs Vicky Powell

9 Clabon Second Close, Norwich, Norfolk, NR3 4HQ

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NOTICE OF MEETING AND SUMMONS TO ATTEND

The Annual meeting of the Parish Council will be held on Monday 14th June at 7:30pm in Burroughes Hall, Parish Road

AGENDA

- 1 To receive apologies (*telephoned to the Clerk in advance*)
- 2 To receive Declarations of Interest and consider any requests for Dispensation
- 3 To agree co option to fill vacancy
- 4 To approve minutes of the meeting held on 17th May 2021
- 5 To report matters arising from the previous meeting not on the agenda
- 6 To receive District and County Councillors reports
- 7 To receive Police report
- 8 To receive Clerks report
- 9 To adjourn for Public Participation
- 10 To consider Parish Council Policies
 - i) To adopt updated standing orders
 - ii) To adopt updated financial regulations
- 11 To discuss and agree any action regarding outstanding issues
 - i) Mansom Plantation
 - ii) Recycling Banks – Woodland View
- 12 To note SAM2 results.
- 13 Planning
 - i) None received
- 14 Finance
 - i) To discuss and agree purchase of laptop for SAM2
 - ii) To approve accounts for payment
- 15 Receive items for agenda of next meeting
- 16 Date of next meeting - 14th July 2021

To exclude members of the public and press under the Public Bodies (Admission to Meetings) Act 1960 to discuss the following:

- 17 Recruitment of Parish Clerk
 - i) Ratify appointment of new Parish Clerk and agree contract

COVID-19: Requirements for this meeting Those attending this meeting need to be aware of the following requirements and precautions.

A COVID-19 risk assessment has been carried out by the Village Hall Committee.

- The room and equipment used will be wiped down before and after use with antibacterial spray/wipes.*
- Chairs will be set out at a 2m distance.*
- You must keep a social distance between yourself and others not living with you of 2m during this meeting. Where this is not possible face masks must be worn.*
- You must provide your own face mask.*
- You must sanitise your hands on the way in and out of the building. Hand sanitiser will be provided at the entrance/exit.*
- A one way system will be in place, entering via the main door and leaving via the back door onto the park.*
- You must provide your name and contact telephone number for track and trace.*
- No paperwork will be provided and should not be shared*
- The village hall will be limited to a capacity of 20 people.*