**SWILLINGTON VILLAGE COUNCIL ANNUAL MEETING 7TH MAY 2020**

**Please note that this meeting will be held remotely owing to the Coronavirus Pandemic and the resulting restrictions on social distancing.**

**THE ANNUAL MEETING OF SWILLINGTON VILLAGE COUNCIL will be held remotely at 7.30 pm on Tuesday the 5th of May 2020.**

**Press and public are invited to attend this meeting.**

**AGENDA**

1. To elect the Chairman of the Village Council and to receive the Chairman’s Declaration of Acceptance of Office.

2. To elect the Vice Chairman and to receive the Vice Chairman’s Declaration of Office.

3. To accept apologies for absence and to remind members that all declarations of interest need to be remade and recorded even if an interest has been declared on the register.

4. To identify any items for discussion that may require the exclusion of the press and public.

5. To approve the minutes of the meeting held on the 7th of April 2020 (Appendix A)

6. To review the Committee Structures and to appoint 3 members to serve on the Staffing Committee.

7. To appoint representatives on the undermentioned bodies as required

* Village Hall Committee
* Swillington Education Charity
* Allotments

8. To receive reports from

 8.1 Local Community Policing Team

8.2 Public Rights of Way Footpath Warden

 8.3 Children’s playgrounds report, it is currently closed but will be checked.

 8.4 Litter Picker report

 8.5 Allotments Representative

 8.6 Swillington Education Charity Representative

 8.7 Village Hall Reporting

 8.8 Speed Indicator Device Statistics

 8.9 Report from the Chair- Copy distributed prior to the meeting.

 8.10 Delegated expenditure April 2020

9. Standing Orders Addendum for remote meetings- To consider and decide

10. Project to increase IT engagement for Councillors- To consider and decide

11. Requirement for the Clerk to work increased hours during the Coronavirus Pandemic – To consider and decide.

12. Proposal for a Cycle Path on the A63- To consider and decide

13. Implications of the Coronavirus Pandemic- To consider and decide

14. New kitchen for the Village Hall- To consider and decide

15. Financial Year end 2019/20 – To consider and decide

* Report from the Internal Auditor
* Completion of the Annual Return
* Closure of the year 2019/20

16. Delegated powers for the Clerk- To consider and decide

To receive information on the following on- going issues and decide further action where necessary.

 17.1 Land at the rear of Church Crescent Allotments

 17.2 Steps Scott Close
 17.3 Website and mobile implications
 17.4 The Big Lunch

18. To receive and consider any current planning proposals

 18.1 Planning Application 20/02116/FU 8 The Drive

 19. To receive and consider the financial accounts

 19.1 April 2020 spend reconciled to the council bank statement

 19.2 Agree payment items

 19.3 Budget 2020/21.

20. To receive any other correspondence and communications and any further meetings/training attended by Members and the Clerk.

21. To consider and agree dates of future meetings of the Council

**Public Participation Session**

The ten minute discussion for the public will now take place.

Yours faithfully

**Diane. P Brown**

Diane Brown Clerk and Responsible Financial Officer