Hougham Without Parish Council

13 Victoria Road, Capel-le-ferne, CT18 7LR

Email: cathy.finnis@googlemail.com

**Friday 17th July 2020**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**To members of the Council**

You are hereby summoned to attend an Ordinary Meeting of Hougham Without Parish Council for Planning and Finance via Zoom online platform (by invitation from the Clerk) on **Tuesday 21st July at 7.30pm** for the purpose of transacting the following business.

Cathy Finnis C.M. Finnis **Clerk to the Council** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Agenda

1. To receive apologies for absence; please contact Clerk as soon as possible to inform of any absence.
2. To identify any member’s interests; please declare all interests in the book available, if in doubt please check with Clerk.
3. To hear questions from the public; pre-agreed questions to be sent to or via the Clerk during the pandemic period due to meetings not able to be held ‘in public’ due to social distancing rules.
4. To agree the Annual Accounts for 2019/20, to agree the Annual Audit calculation, to review the Internal Audit response and to agree the public viewing of accounts dates and arrangements.
5. Reports from members:
6. To make reports:

* Chairman
* County Councillor/ DDC Councillor
* PCSO and Police Matters Councillor
* Vice-Chair
* Finance
* Highways
* KALC

1. Update on planning matters.
2. Payments: *(there may be other payments added prior to the meeting)*

* Simon Withey village green upkeep (Feb/March/April 20) 300.00
* Cathy Finnis office allowance and wages (April/May 20) 480.68 TBC
* Payroll TBC
* Taxis ?TBC
* Came and Company Insurance 2020-21 TBC
* HM Revenue and Customs (PAYE)

***The next scheduled ordinary meeting of Hougham Parish Council is due on Tuesday September 15th 2020, at 7.30pm at Hougham Village Hall, or by ‘zoom’ depending on the pandemic situation, and will be confirmed during the week before.***