

An extraordinary meeting of Moulton Parish Council will take place on Monday 12th April 2021 at 6pm via Zoom.

Members of the public are welcome to join the meeting. There will be an open session during the meeting to give members of the public an opportunity to speak to councillors informally about items on the agenda. Members of the public may stay and observe the rest of the meeting but may not address the Council.

Members of the public will be asked to identify themselves, turn their cameras on during the open session and mute their microphones during the main meeting to prevent background noise interference.

The Zoom login details for the meeting are:

Time: Apr 12, 2021 06:00 PM London

Join Zoom Meeting

<https://us02web.zoom.us/j/89736456664?pwd=SjRUYU4xSjNEcXYwYzFENEVoajF5UT09>

Meeting ID: 897 3645 6664

Passcode: 957710

Dial by your location:

0203 481 5240 / 0203 901 7895

AGENDA

1. To accept apologies and reason for absence
2. To approve the minutes of the meeting held on Monday 22nd March 2021
3. Declaration of interest by Councillors in items on the agenda and dispensation requests
4. Open session – Members of the public are invited to speak briefly about any items on the agenda
5. To discuss the following financial issues:
 - a) Approval of any payments
 - b) To approve the accounts for the financial year 2020 - 2021
 - c) To complete and sign sections 1 and 2 (Annual Governance Statement and Accounting Statements 2020/21) of the Annual Governance and Accountability Return 2020/21
 - d) Approval of regular payments
 - e) Changing the bank mandate and setting up Internet banking
 - f) Subscription to Scribe accounting software to manage the Parish Council's accounts
 - g) Setting up a One Suffolk website
 - h) Inspection of Parish Council property by a councillor
 - i) Registration with ICO and annual payment by direct debit
6. To discuss any planning applications since the publication of the agenda.
7. To approve the following policy documents
 - a) Updated Financial Regulations
 - b) Updated Standing Orders
 - c) Scheme of Delegation
 - d) Freedom of Information Publication Scheme
 - e) Subject Access Request policy
 - f) Procedure for handling requests for information
 - g) Data Protection Policy
 - h) Contact Privacy Notice
 - i) Wildlife policy
 - j) Hedge policy
 - k) Protocol for dealing with correspondence
 - l) Email policy for councillors
 - m) General Data Protection awareness
8. Litter picking in the village
9. Benches for the playing field

10. Approve the final design for the signs near the church
11. Format for the Annual Parish Meeting
12. Any other business for noting or including on the Annual Meeting of the Parish Council on Tuesday 4th May 2021