YOU ARE WELCOME TO ATTEND AN EXTRAORDINARY MEETING OF WRENTHAM PARISH COUNCIL
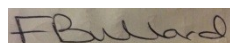## TO BE HELD IN THE VILLAGE HALL ON WEDNESDAY 25TH MARCH 2020 AT 7pm

**Whilst members of public are welcome to attend we would stress that this is not a full PC meeting and all are reminded of current Government guidance re Coronavirus and social distancing to reduce risk of infection.
Please do not attend if you have any symptoms or health conditions.**

AGENDA

1. Apologies

2. Declarations of Interest

3. Update re current situation – Coronavirus Covid-19

4. To delegate authority to The Clerk/RFO to expedite payment of salaries, expenses, insurance, subscriptions & utilities in consultation with The Chairman/Vice Chairman

5. To delegate authority to The Clerk/RFO to respond to planning applications in consultation with The Chairman/Vice Chairman/other Councillors

6. To agree signing of the new allotment lease from The Benacre Company (copy circulated to all)

7. Finance
   7.1   Balances at bank
   7.2   Account received for Bus Shelter Cleaner (£55)
   7.3   Clerk's salary and expenses (mileage etc & Microsoft 365 for 2019 & 2020)
   7.4   HMRC Payment (n/a year paid in full May 2019)
   7.5   Request from Village Hall for £2000 CIL Monies
   7.6   Invoice for Village Hall hire for PC Meetings - £121.00
   7.7   Invoice for Village Hall hire for Youth Club - £180.00
   7.8   Invoice from CAS for Village Hall Insurance - £1233.73
   7.9   Invoice for Clerks & Councils Subscription - £36.00
   7.10   Invoice from The Benacre Company for Allotment rent - £50.00
   7.11   VAT Refund received - £1698.18 to Village Hall
   7.12   Mr Perry – flyers for VHMC/PC - £21.82
   7.13   Any Other Accounts received
   7.14   Internal Audit
   7.15   To agree to electrical safety testing of the defibrillator by Boggis Electrical - £47.50
   7.16   To agree an emergency fund be set aside for discretionary use.

8. To agree to move the Annual Parish Meeting to May 2020, subject to further guidance from Government.

9. Date of next meeting – **to be confirmed**

Signed   F Bullard   Parish Clerk   Date 18th March 2020