

Chetwynd Aston And Woodcote Parish Council

Dear Councillors,

You are duly summoned to attend the next meeting of Chetwynd Aston & Woodcote Parish Council to be held on **13 May 2020, commencing at 7.00 pm** by electronic means

Agenda

1. **Welcome and Apologies** – to receive the apologies of those unable to attend.
2. **Declaration of personal/pecuniary interests**
3. **Minutes** - To agree the minutes of the meetings held on 15th January 2020
4. **Update from the Clerk on matters not on the agenda**
 - i. Defibrillator pads and battery update
 - ii. Parish Council administration and meetings during Covid 19 pandemic
 - iii. Internal auditor and audit timetable changes due to Covid 19
5. **Unitary Councillor's report** - to enable the Unitary Councillor to update the meeting
6. **Highways and environment** – to enable Councillors to raise matters of concern
7. **Planning applications** – for consideration and decision on responses:

TWC/2020/0116, 03, 04 Land Adjacent to Yew Tree Manor, Pave Lane, Chetwynd Aston, -Change of use and creation of a Ménage including the erection of a fence *****additional information received*****, creation of Glamping Pod and Classroom
8. **Financial**
 - i. **Reconciliation** – the Bank account stood at £11,502.50 at 31st March 2020 and balances with the cashbook
 - ii. **Payments**
 - a) The first table sets out the final payments for the 2019-20 financial year. It should be noted that there are two sets of payments to HMRC. The first set was not credited to the Parish Council, before a further request was sent for payment. The second payment will be held against forthcoming months payments.

Table A

Payee	Payment	Amount	Law
HMRC	OL	£103.91	LGA 1972 s112 (2)
HMRC	OL	£104.15	LGA 1972 s112 (2)
HMRC	OL	£104.15	LGA 1972 s112 (2)
Beth Jones - Web charges	OL	£279.95	LGA 1972 S111
Defib shop	OL	£422.40	LGA 1972 S111
Clerk salary Feb	OL	£156.00	LGA 1972 s112 (2)
CACAVH grant	100112	£1,000.00	LG(MP)A 1976 s193(3)
Newport and Dst Xray	100113	£500.00	LGA 1972 s137
CA Infant rent	OL	£17.00	LGA 1972 s134(4)
Clerk salary Mar	SO	£156.00	LGA 1972 s112 (2)
IFCT for MS Office	OL	£59.99	LGA 1972 S111
HMRC payments	OL	£312.98	LGA 1972 s112 (2)
Total		£3216.53	

b) The second table shows payments in April

Payee	payment	amount	Law
CPRE	DD	£ 36.00	LGA 1972 s111
Clerk Salary Apl	SO	£ 156.00	LGA 1972 s112(2)
		£ 192.00	total

9. Parish Council Response to Covid 19 – to discuss emerging issues, identify and discuss proposals for a course of action

10. Parish matters at the Chairman's discretion

11. Items for next agenda – not for discussion or decision

12. Date of next meeting: Provisional 8th July 2020 at Chetwynd Aston and Church Aston Village Hall. (Annual meetings)

13. Closed session

1 item

I.F. Cruise-Taylor
Parish Clerk