

**HOLTON ST MARY PARISH COUNCIL**  
**MEETING TO BE HELD ON WEDNESDAY 8<sup>th</sup> July 2020**  
**at 8 p.m. via video link**

**AGENDA**

20.22	<b>Chairman's welcome and to accept councillors' apologies for absence</b>																																				
20.23	<b>To accept members' declarations of interest in accordance with the council's Code of Conduct</b>																																				
20.24	<b>Minutes</b> To sign as a correct record the minutes of the meeting held on 13 <sup>th</sup> May 2020																																				
20.25	<b>Public Forum</b> To receive reports from and ask questions to County Councillor and District Councillor. To permit public participation to make statements or ask questions Highways response to request from resident																																				
20.26	<b>Correspondence and Clerk's Report</b> Publication of Exercise of Public Rights To note correspondence received since last meeting including: Thank you letter from Lord Lieutenant of Suffolk																																				
20.27	<b>Finance</b> a. To receive a financial report from the RFO including balances at bank. To sign report to certify as correct b. To authorise the following payments: <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%;">30 June 2020</td> <td style="width: 20%;">S/O</td> <td style="width: 40%;">Salary</td> <td style="width: 20%; text-align: right;">£279.33</td> </tr> <tr> <td>31 July 2020</td> <td>S/O</td> <td>Salary</td> <td style="text-align: right;">£279.33</td> </tr> <tr> <td>31/5/20,30/4/20 and 30/6/20</td> <td>BACS</td> <td>JAK servicesx3</td> <td style="text-align: right;">£30.00</td> </tr> <tr> <td>09-May-20</td> <td>BACS</td> <td>RA - flowers for church Square</td> <td style="text-align: right;">£16</td> </tr> <tr> <td>13/5/20 and 13/6/20</td> <td>BACS</td> <td>Clerk - Zoom monthly x2</td> <td style="text-align: right;">£28.78</td> </tr> <tr> <td>23-Mar-20</td> <td>BACS</td> <td>Clerk - Church Square maintenance expenses</td> <td style="text-align: right;">£32.95</td> </tr> <tr> <td>13-Jun-20</td> <td>BACS</td> <td>RA - Church Square flowers and Hammerite</td> <td style="text-align: right;">£31.97</td> </tr> <tr> <td>13-Jul-20</td> <td>BACS</td> <td>HMRC PAYE due</td> <td style="text-align: right;">£72.00</td> </tr> <tr> <td>24-Jun-20</td> <td>BACS</td> <td>Salc - internal Audit fee</td> <td style="text-align: right;">£186.00</td> </tr> </table> <p>c.</p>	30 June 2020	S/O	Salary	£279.33	31 July 2020	S/O	Salary	£279.33	31/5/20,30/4/20 and 30/6/20	BACS	JAK servicesx3	£30.00	09-May-20	BACS	RA - flowers for church Square	£16	13/5/20 and 13/6/20	BACS	Clerk - Zoom monthly x2	£28.78	23-Mar-20	BACS	Clerk - Church Square maintenance expenses	£32.95	13-Jun-20	BACS	RA - Church Square flowers and Hammerite	£31.97	13-Jul-20	BACS	HMRC PAYE due	£72.00	24-Jun-20	BACS	Salc - internal Audit fee	£186.00
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20.28	<b>Highways</b> Speeding and other road issues Road condition Footpaths and Pavements																																				
20.29	<b>2019/20 Internal Audit Report</b> To receive the 2019/20 Internal Audit report, review and agree any actions																																				
20.30	<b>New Code of Conduct</b> To review and make comments ready to reply to survey																																				
20.31	<b>Phishing Scams</b> To report on recent experiences and publicise awareness																																				
20.32	<b>Matters to be brought to the attention of the Council</b> To agree items for next agenda																																				
20.33	<b>Next meeting</b> To confirm 9 <sup>th</sup> September 2020 as date for next meeting																																				