

**Watford Rural Parish Council**

*Serving the Community since 1894*

Parish Council Offices

Oxhey Drive, South Oxhey, Watford, Hertfordshire WD19 7SB

Telephone 0208 4280449 Email admin@watfordrpc.co.uk



25<sup>th</sup> May 2020

To Members of the Parish Council,

Councillors: Angela Arnold, Kirsty Barnes, Donna Duncan, Ann Grant, Brigid Kelly, Joan King, Pamela King, Stephen King, Sean McCluskey, Ronan MacManus, Michael Revan, Alison Scarth, Mandy Shumake, William Waite

The next meeting of the Parish Council will be held virtually \* on Wednesday 3<sup>rd</sup> June 2020 at 7.30 pm when your presence is summoned for the purpose of transacting the business outlined below. The meeting will be held on the Zoom platform. Login details are available from the Clerk to the Council. This is a meeting of the Parish Council and not the Annual Parish Council meeting which is not required to be held this year.\*

The press and public are welcome to attend the meeting

Gareth Williams

Clerk to the Council

*\* Permitting legislation - The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020*

**AGENDA**

- 1) **APOLOGIES FOR ABSENCE**  
To receive and accept apologies for absence.
- 2) **PUBLIC PARTICPATION**  
To note if any members of the public have requested to speak at this meeting, in accordance with the Parish Council's Public Speaking Arrangements.
- 3) **CHAIR/VICE CHAIR ARRANGEMENTS**  
To consider the above
- 4) **TO CONFIRM THE MINUTES OF THE MEETING HELD ON 4<sup>th</sup> MARCH**
- 5) **TO APPOINT COUNCIL REPRESENTATION ON COMMITTEES, OUTSIDE BODIES AND ORGANISATIONS FOR THE FORTHCOMING YEAR**
- 6) **DIRECT DEBITS, BACS**

Three Rivers District Council

The Co-operative Bank

Virtual Business Source

XLN

EDF Energy

Which

Garage Rental

Credit Card

Payroll

Telephone & Broadband

Utilities *NB Till Dec 2020*

Business & Consumer Info

a) To approve by resolution the use of Direct Debits payments for the following payments:

b) To approve by resolution the use of BACS payments for the following regular payments:

- |  |  |
|--|--|
| i) TBS Hygiene – Dog Bin Waste Collection                | xiv) Peter Ridley Waste Systems – Caddy Liners |
| ii) Officer Salaries/Payroll                             | xv) Futurelink Network Services – IT Support   |
| iii) HMRC contributions monthly                          | xvi) Herts Full Stop – Stationery & Cleaning   |
| iv) Pension Contributions monthly                        | xvii) Tesco – Lunch Club Food                  |
| v) Hertfordshire Gardens – Land Maintenance              | xviii) Complete Fire Protection – Fire Alarm   |
| vi) PKF Littlejohn & Auditing Solutions – Audit payments | xix) Croxley Alarms – Security Alarm           |
| vii) Herts Police – Community Support Officer            | xx) Ricoh – Photocopier/Printer                |
| viii) Supplier of Christmas Lights -TBC                  | xxi) D2D Distribution – Newsletter Delivery    |
| ix) Herts County Council – School Crossing Patrol        | xxii) Wheelie Washers – Bin Cleaning           |
| x) Print Shop – Parish Council Newsletter                | xxiii) ROSPA – Park Inspections                |
| xi) Utilities Bills (Castle Water & EDF Energy)          | xxiv) Remmer Print – Funday Printing           |
| xii) Harrisons Packaging – Dog Bags                      | xxv) Newsquest – Funday Advertising            |
| xiii) South Oxhey Radio/ Mealings Taxis – Monthly fares  | xxvi) XLN (Phone & Broadband)                  |

7) **SUBSCRIPTIONS & CORPORATE MEMBERSHIPS**

To approve by resolution the continuation of the following memberships/subscriptions:

- HAPTC/NALC
- Society of Local Councils (SLCC)
- Open Spaces Society
- Campaign to Protect Rural England
- Information Commissioners Office
- Community Development Agency (CDA Herts)
- Which Magazine
- NABMA (National Association of British Market Authorities)
- Survey Monkey

8) **FINANCE & ADMINISTRATION**

- a) To consider and recommend the Annual Governance & Accountability Return (section 1) for year ending 31<sup>st</sup> March 2019
- b) To consider and recommend the Annual Governance & Accountability Return (section 2) for year ending 31<sup>st</sup> March 2019
- c) Consider Year End Internal Audit Report 2020-2021
- d) Approve Feb 2020 Payments
- e) Approve Mar 2020 Payments
- f) Approve Apr 2020 Payments
- g) Coronavirus Emergency Fighting Fund

9) **PLANNING**

Discuss any applications cllrs want actioned.

10) **CLOSE OF BUSINESS**