

**Kingstone Parish Council annual meeting, to be held remotely  
on Tuesday 12 May 2020 at 7.30 pm.**

**Summons and agenda**

Owing to the current situation this meeting will take place over Zoom. If you wish to attend the parish council meeting please dial one of these numbers:-

[+44 203 481 5237](tel:+442034815237) UK

[+44 208 080 6591](tel:+442080806591) UK

[+44 330 088 5830](tel:+443300885830) UK

[+44 203 481 5240](tel:+442034815240) UK

[+44 208 080 6592](tel:+442080806592) UK

[+44 131 460 1196](tel:+441314601196) UK

then when prompted, enter the following code, please note it does require the # after the numbers  
986 7063 7367#

1. Present
2. Apologies
3. Election of officers
4. Public session
5. Minutes of last meeting
6. Matters arising from minutes
7. Planning applications - to discuss and resolve the parish council's response to ESBC for the following planning applications:-  
P/2020/00213 - Prior approval for the conversion of two agricultural barns to form two dwellings, Holly Hayes Farm, Holly Lane, Kingstone, Staffordshire, ST14 8QD
8. Agenda
  - a) Holly Lane/Loxley Lane crossroads – to agree on what steps can be taken pending the findings of the delayed appeal
  - b) Parish maintenance/development fund - consideration of applications received:-  
Gratwich PCC - £700  
Kingstone Community Society Ltd - £500  
Dementia friendly group - £99.92  
Kingstone PCC – £1100
  - c) COVID 19 – To discuss and resolve any additional support for the parish. To discuss any further delegatory powers that may be needed.
  - d) PC documentation : To resolve the allocation of resource to the clerk for the collation and categorisation of important documents, and appropriate destruction of those deemed obsolete.
  - e) Playing field – playground inspections
  - f) Finance and accounts for the year 1 April 2019 to 31 March 2020 - To receive and accept the end of year accounts and agree procedure for completion of annual return including internal/external audit procedure
  - g) Insurance renewal 2020/2021 – To discuss and agree renewal. Volunteers to the Parish - to resolve that current insurance arrangements allow for the use of competent volunteers for any project that councillors deem fit, subject to risk assessment and in line with insurance policy requirements
  - h) Website accessibility - to receive an update and to allow for additional decisions to be taken pertaining to content and expenditure.
  - i) Clerk Priorities - To agree on the areas of focus for the clerk in period to the next PC meeting. Clerk to present to Councillors a list of normal tasks / tasks that need completing between May and July.
9. Correspondence
10. Finance – to review and authorise payments

**Paid out**

Kingstone Community Society Ltd (grant for covid 19 parish support)	£500.00
Buxus Green (grounds maintenance for March, April and May)	£1125.00
Came and Company (parish council insurance renewal 2020/2021)	£692.11
The Play Inspection Company Ltd (operational play area inspection – april 2020)	£63.00
Mrs K Pickett – Clerk's Wage (9 weeks + phone for jan/feb/mar)	£827.84
Mrs K Pickett - Anti-virus software for KPC laptop	£7.99
NALC – LCR subscription (renewal for 2020)	£17.00

**Paid in**

Bank interest – March 2020	£6.79
----------------------------	-------

Date of next meeting