

VALE OF ALLEN PARISH COUNCIL

22 April 2020

Dear Councillor

You are summoned to respond to a virtual Meeting of the Vale of Allen Parish Council to be held:

Date: Tuesday 28 April 2020

Venue: Home via email

to transact the following business:

AGENDA

1. **Declarations of interest in matters on this agenda** – to advise meeting delegates before a response is made
2. **Dispensations to participate in a meeting** – applications from members - to advise meeting delegates before a response is made
3. **Financial matters**
 - a. Approval of invoices for payment – see attached list
 - b. Payments received – see attached list to note
 - c. Bank balance – to note that it was reconciled against cash book as at the bank statement 7 April 2020
 - d. Year-end Accounts 2019/20
 - i. To consider and approve the accounts for financial year 2019/20
 - ii. To consider and approve the annual Governance Statement for the Annual Return
 - iii. To approve the publishing of the annual accounts once the new AGAR from the External Auditors is received

Yours sincerely

Ian Hanstead

Parish Clerk

The Willows, Gussage St Michael, Wimborne, BH21 5HX 01258 840634 voapc@outlook.com

3a Payments for authorisation

	Details	Amount (£)	V.A.T	Payment Total	Cheque No:	Or BACS
1	Ian Hanstead – Clerk's salary May	364.13	0	364.13		Yes
2	Mark Gracey GDPR (website)	320.00	64.00	384.00		Yes
3	CT Mee – Hinton (clean and treat seat)	45.00	0	45.00		Yes
4	CT Mee – bus shelters (clean and treat)	220.00	0	220.00		Yes
5	CT Mee – bus shelter (Witchampton club – clean and treat, clean throughout, tidy up area)	80.00	0	80.00		Yes
6	CT Mee – R&BT seat grass	13.00	0	13.00		Yes
7	CT Mee – burial ground – cut grass x2, refill sunken graves	128.00	0	128.00		Yes

Payments over £100 issued from last formal meeting:

	Details	Amount (£)	V.A.T	Total
1	Ian Hanstead – Clerk's salary Apr	364.13	0	364.13
2	Ian Hanstead – clerk's salary Mar and expenses Qtr 4	558.95	0	558.95
3	HMRC	268.00	0	268.00
4	Blandford Men Shed – fingerpost GAS	407.00	0	407.00

3b Payments received

	Details	Amount (£)
1	Memorial stone (plot F10)	142.00