

AGENDA FOR A MEETING OF PAUNTLEY LOCKDOWN COMMITTEE FEBUARY 2021.

Contact information of the Parish Clerk:

**Jonathan Martin. Whitecliff house, Newland street, Coleford, Gloucestershire, GL16 8NB.01594
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To Members of the Committee:

You are hereby summoned to attend a meeting of the Pauntley Lockdown Committee, to be organised and convened between 16-29th February, at a time of your choosing in accordance with what is lawful, safe and practicable.

Jonathan Martin

Clerk to the Council.

AGENDA.

1. To receive apologies and acceptable reasons for absences.
2. To receive any declarations of personal or prejudicial interest in items on the agenda.
3. To confirm the minutes of the Parish Council meeting held on 28th September 2020 and the minutes of the Pauntley Village Hall held on 28th September 2020.
4. **To resolve on the following payments and donations:**
 - a. Payments made by Pauntley Parish Council in attached list 1.
 - b. Clerk's expenses in attached list 1.
 - c. Donations made to Pauntley Village Hall in attached list 2.
 - d. Payments made by Pauntley Village Hall in attached list 2.
5. **Finance:**
 - a. To receive a report on the Parish Council's and Village Hall's 2020's third quarter accounts and to be signed off by the Committee members.
 - b. To inspect the Council's and Village Hall's budget reports and to be signed off by the Committee members.
 - c. To inspect the Village Hall's saving's account.
6. **Audit:**
 - a. To resolve on the proposed audit schedule for 2021.
 - b. To confirm that the Village Hall's accounts will be subject to an internal review at the end of the financial year.
7. Any other resolution or agreement required to facilitate the above.

Signature of the Clerk:

Date: