

**WIGTOFT PARISH COUNCIL**  
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**CHAIRMAN:** Councillor Simon Collingwood  
**CLERK:** Ann Fletcher

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Dear Councillor,

You are hereby summoned to attend the meeting of Wigtoft Parish Council, which will be held on Monday 1<sup>st</sup> April, 2019 commencing at 19:30 in Wigtoft Village Hall. The business to be dealt with at the meeting is listed in the agenda.

The meeting will commence with a 10-minute public forum during which time members of the public may ask questions or make short statements to the Council (for a maximum of 3 minutes per person). Your attendance is necessary during this period.

Signature: \_\_\_\_\_ Clerk to Wigtoft Parish Council

Date: \_\_\_\_\_

1. Public Forum
2. Chairman's remarks
3. Apologies for absence and reasons given.
4. To receive any declarations of interest in accordance with the Localism Act 2011.
5. Police Report.
6. Notes of the meeting held on 4.3.19 to be confirmed and signed as minutes.
7. Financial matters: Accounts for payment; budget figures and financial report. (PC to sign last month's payment summary sheet)
8. Planning: None
9. Correspondence.
10. Councillor's reports.
11. Clerk's report.
12. To discuss and agree the increase from £15 per month to £18 per month for payroll services by Abbey Payroll.
13. To discuss the tenancy agreement for the 4.6 acres of allotment land.
14. To conduct the annual review of the Standing Orders and Financial Regulations of the Parish Council.
15. An update on the Parish Council's banking arrangements.
16. To discuss the options of renewal of the Parish Council's laptop virus protection and to agree a maximum spend for the renewal.
17. To accept the Play Area and general Risk Management documents and to add the Play Area Inspection Reports as a separate agenda item each month.
18. To confirm the date (9.5.19) for the Parish Council Annual meeting to be held at Sutterton Village Hall at 7.30 pm and to agree a maximum spend of £36 for room hire charges.
19. To discuss and agree the increased cost of the "Good Councillor Guide" to £3.50 per copy.
20. To review the insurance requirements of the Parish Council.
21. To discuss the purchase of any additional equipment for the Christmas Lights.
22. An update on Highways issues
23. To complete the final actions in respect of the General Data Protection Regulations (GDPR)
24. To decide whether to enter the Lincolnshire Best Kept Village competition 2019. E mail 12/3.
25. To decide whether to complete the "Town and Parish Council's Clustering Questionnaire as requested by Lincs Association of Local Councils.