

**WIGTOFT PARISH COUNCIL**  
**PHONE:** 07383 276892  
**EMAIL:** wigtoftpc@gmail.com  
**WEBSITE:** parishes.lincolnshire.gov.uk/wigtoft

**CHAIRMAN:** Councillor Peter Craven  
**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 3rd August, 2020, commencing at 19:30. This meeting will be conducted via a video link due to exceptional circumstances. The business to be dealt with at the meeting is listed in the agenda.

If any members of the public would like to join the meeting by video link or by phone, please contact the clerk either by e mail or telephone (details above). If you are telephoning, please leave a message giving your name and contact number and the clerk will call you back.

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 6.7.20 to be confirmed and signed as minutes.
7. Financial matters: Accounts for payment; budget figures and financial report.
8. Planning: B/20/0251, erection of a timber framed protective clothing and small tool store at Mill Farm, Wigtoft Road, Sutterton.
9. Correspondence.
10. Councillor's reports.
11. Clerk's report.
12. To confirm the reopening of the play area/playing field and agree a rota for the weekly inspection.
13. To review the Financial Regulations of the Parish Council.
14. To decide when to purchase and plant the tree for the wildlife garden agreed in March 2020, likewise to purchase a plaque.
15. To consider the request for wheeled cart to carry equipment for the voluntary litter picking group.
16. An update to the request arising from the Annual Parish Meeting held on 2.3.20 regarding Councillors attending coffee mornings etc in the parish and to discuss having a suggestion box for the Parish Council in the Church. (Carried forward from May meeting) Resolution **"It was resolved that a rota would be set up by Cllr SS for a Councillor to attend a coffee morning at the Village Hall from October to March and at the Church from April to September. A suggestion box will be placed in the Village Hall and the Church and these boxes will be emptied prior to each Parish Council meeting. Cllr SS volunteered to empty the box in the Village Hall. ACTION: Agenda item for the August meeting."**