**Tetsworth Parish Council**
Clerk and RFO: Helen Croxford

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**Minutes of the Extraordinary Meeting of Tetsworth Parish Council**

**Held in the car park of Tetsworth Memorial Hall**

**at 7.30pm on Monday 17th May 2021**

**Present:**

Chair Cllr. Paul Carr (PC)

Vice Chair. Seb Mossop (SM)

Cllr. Sanjiv (Kim) Bhagat (SKB)

 **Officer:** Helen Croxford (HC)

 **Members of the public:** 1

**Apologies for Absence:** Cllr. Susan Rufus (SR), D. Cllr Caroline Newton (CN) and

 Cllr. Christopher Thompson (CT)

**313. To Receive Declarations of Interest**

 ***Members are asked to declare any personal interest and the nature of that interest which they may have in any of the items under consideration at this meeting -* NONE**

**Finance**

1. **To Receive** **and Approve** the monthly financial report.

 **UNANIMOUSLY AGREED** to postpone approval until the next Council meeting in order that the following payments are included.

1. **To Approve** expenditure and sign cheques/approve electronic payment

 Wiseserve (Email) £4.80

 H. Croxford (Clerk) £599.89

 HMRC (Clerk) £134.40

 Community Heartbeat Trust £151.20

 J. Bennett & Son (TSSC Insurance) £922.66

 J. Bennett & Son Legal Services (TSSC) £40.32

 Came & Co (TPC Insurance) £1096.39

 **UNANIMOUSLY AGREED**

1. **To Discuss and approve**

 a) **The Parish mobile phone contract in the absence of a clerk.**

 The contract for the mobile phone is paid from the Clerks personal account and re-invoiced to TPC. HC to investigate how long the contract has left to run and if it is possible to change the payment details with the bank. **UNANIMOUSLY AGREED**.

 b) **The HPInsta Ink contract in the absence of a clerk.**

 The contract for printer cartridges is paid from the Clerks personal account and re-invoiced to TPC. Due to relatively low use over the last two years, TPC are happy to discontinue the contract. **UNANIMOUSLY AGREED.**

1. **Date of the next meeting Monday 12th July 2021 at 7.30pm**
2. **Meeting Closed 19.40pm**
3. **Open Forum**

 

 Helen Croxford Clerk & RFO