



## WEXHAM COURT PARISH COUNCIL

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*Parish Hall  
Norway Drive  
Wexham  
Slough  
Berkshire  
SL2 5QP*

**Issue date: 21<sup>st</sup> August 2020.**

Dear Councillors,

I. Ahmed (Chairman), Z. Ahmed (Vice-Chairman), G. Hussain and S. Hussain

You are hereby summoned to attend an extraordinary meeting of the full council to be held at the above address, on **Wednesday 26<sup>th</sup> August, 2020, commencing at 10:00 am.**

The below mentioned agenda items to be considered and no further business shall be transacted at this meeting.

Yours faithfully,

Adil IFTAKHAR  
Clerk to Wexham Court Parish Council

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### **AGENDA**

#### **PART I**

1. Members present
2. Apologies for absence (1minute)
3. Declaration of interest (1 minute)
4. Minutes of the last meeting, dated 10<sup>th</sup> March, 2020 (5 minutes)
5. Matter arising from Minutes if any (5 minutes)
6. Chairman/councillors/clerk report (10 minutes)
7. Public Question time (15 minutes)

8. To consider and approve the recommendations of the internal auditor
9. To consider and approve the annual governance statement 2019/20–  
Section 1 (7 mins)
10. To consider and approve the accounting statements 2019/20 -Section 2  
(7 mins)
11. Approval of quotation in relation to the refurbishment of the parish  
council hall (5 minutes)
12. Approval of quotation in relation to lining of car parking bays, resurfacing  
and filling of potholes (5 minutes)
13. Approval of Quotation for the Tennis Court resurfacing and cleaning with  
new nets (5 mins)
14. To consider and approve the purchase of table tennis (5 mins)
15. Approval of Scribe Training for RFO (5 mins)
16. Removal and addition of signatories to the banking mandate (5 mins)
17. To consider and approve policy and conditions of Hire (7 mins)
18. To consider and approve allotment rules and review of the charges  
2020/21 (7 mins)
19. Retrospective approval of the payment lists and cheques issued as a  
result of Covid-19 (15 minutes)
20. Approval of payment list for this month (5 minutes)

## **PART II**

1. Employment matters (15 minutes)