

**BIRDBROOK PARISH COUNCIL**  
**VIRTUAL MEETING 2 JUNE 2020**  
**REPORT OF THE CLERK**

I can report on the following items which it was necessary to agree outside of a meeting due to the impact of Covid-19.

**Insurance Renewal**

Insurance has been renewed with effect from 1 June 2020. A five year agreement which expires on 1 June 2025. Premium cost £544.02.

**Council Documents**

Councillors need to review and agree the Financial Regulations, Standing Orders and Policies. These will be sent separately.

**Verge Cutting**

Two quotes received:-

- Chinery - £900/cut (they are preparing to cut in approx next 10 days and would tag Birdbrook's on around the same time).
- Pyman - £840/cut (based on the distance quoted of 27-29km so potential to be a little higher if the distance works out slightly more).

A decision is needed as to which quote to accept.

**Impact of Covid-19 on Parish Council**

To note that it is not possible to hold physical meetings at this point in time. They have been moved to a virtual platform as per government guidance. It was not possible to hold the AGM and Parish Assembly due to the lockdown situation. At the moment the Clerk is circulating any information by email and decisions are being made by email.

The Parish Council must hold at least 4 meetings through the year. I suggest the next meetings take place as scheduled on:

- Tuesday 8 September 7pm
- Tuesday 3 November 7pm

With dates for 2021 meetings to be agreed at the November meeting.