

**“Rossett”,  
125, Towndam Lane,  
Donington,  
Nr Spalding,  
Lincs. PE11 4TR.**

**30/12/2020.**

**QUADRING PARISH COUNCIL.**

**To all Councillors.**

***Minutes of a Zoom Meeting held on Tuesday 5<sup>th</sup>. 2021.***

***A Zoom Meeting of the above Parish Council was held on Tuesday 5<sup>th</sup>. January 2021, under the Chairmanship of Coun Mrs Wendy Simpson.***

***The Council were told that various parts of the Constitution of the Council were not up to scratch. These included the need for the Clerk to have a job description and also a Contract of Employment. There was also a need for the Council to change some of the Processes and Procedures.***

***There was a need to becoming a member of LALC so that more advice and training could be sought. All these matters were to be discussed more thoroughly at the next Meeting scheduled for 11<sup>th</sup>. January 2021 at 730p.m.***

***If you want to attend please phone nearer the time for a Zoom number etc.***

***M.V.Stacey Clerk to the Council.***

***Tel No 07708483621.***

***This is a Public Meeting and anyone can attend including the Press.***

*Yours faithfully,*

*M.V.Stacey*