



Parish Office
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Annual Parish Council Meeting, Monday 6 May 2021 at 7.30pm via Zoom

Councillors are summoned to attend the above meeting to deal with the following business. Members of the public and press are warmly welcomed to attend

Meeting ID: 811 5063 5239

Password: 500652

Wendy Clerk to the Council

AGENDA

FC21/063	Election of Chairman
FC21/064	Chairman to sign Declaration of Acceptance of Office as Chairman
FC21/065	Election of Vice-Chairman
FC21/066	Apologies for Absence
FC21/067	Announcements and Declarations of Interest
FC21/068	Public Participation Session
FC21/069	To approve the Minutes of the Meeting held on 1 April 2021
FC21/070	Matters arising for report (but not for resolution)
FC21/071	Playground approval <ul style="list-style-type: none"> • To appoint the contractor and design for the Fairfield Children's playground • To confirm delegated authority arrangements for the project
FC21/072	Annual return for the year ending 31st March 2020 <ul style="list-style-type: none"> • Council to approve the Annual Governance Statement 2020 - 2021 (Section 1) • Council to approve the Accounting Statements 2020-2021 (Section 2) • To receive the report of the Internal Auditor – Heelis & Lodge
FC21/073	Policy reviews - To review and adopt the <ul style="list-style-type: none"> • Standing Orders and Code of Conduct • Financial Regulations and Approved payments • Investment policy • Freedom of Information policies • NEW Equality and Diversity policy • Suite of Personnel Policies
FC21/074	Continuation of meetings <ul style="list-style-type: none"> • To resolve for committee meetings to take place at Seymour Pavilion • To resolve that Full Council meetings for June and July take place at the Community Centre • To resolve that a review of meeting plans take place before the September Full Council meeting
FC21/075	To confirm membership of committees and working groups for the financial year 2021-2022
FC21/076	To note the Parish Council Insurance Policy (year 3 of 3-year agreement) which includes a discount for the Local Council Quality Award
FC21/077	Parish Council financial accounts (Clerk) <ul style="list-style-type: none"> • To receive the IFPC Annual Report 2020-21 • Profit / loss report for April 2021 • Payments and receipts for April / May 2021 • Bank reconciliation for April 2021 • To approve the Clerk as Responsible Financial Officer for 2021-22 • To confirm bank signatories
FC21/078	Items for inclusion in the next Agenda
FC21/079	Chairman to close the meeting – next meeting will be on Thursday 4 June 2020, 7.30pm location tbc