

PUBLIC NOTICE

**The next Parish Council meeting will be held on Thursday 13th May 2021 at 7.30pm
Carlton Memorial Hall Annexe**

*******The meeting will be held strictly in line with current guidance from the
Government in respect of Covid-19 social distancing*******

Annual Parish Assembly Agenda

1. To approve the minutes of the Annual Parish Assembly held on 12th March 2020
2. Chairman's report
3. End of year financial report
4. Public questions, comments or representations

Parish Council Agenda

1. To receive nominations and elect the Parish Council Chairman for 2021/22 and signature of Declaration of Acceptance of Office
2. To receive nominations and elect the Parish Council Vice Chairman for 2021/22
3. To receive an update on the election/co-option of a new member of the Council
4. To receive apologies for absence
5. To receive any declarations of interest and special dispensations
6. To approve the minutes of the Parish Council meeting held on 15th October 2020
7. To receive any public questions, comments or representations
8. To receive a report from the Parish Clerk that includes:
 - 8.1 Completed actions from the last meeting
 - 8.2 Welcome letters to new residents
 - 8.3 Items for June newsletter
 - 8.4 Other matters arising
9. To receive the Water Report from Jenny Walker and consider any financial expenditure.
10. To consider the areas of grass cutting required in the village to ensure they are maintained.
11. To review the parish risk assessment, asset register, standing orders, financial regulations and GDPR data audit.
12. To receive an update on Parish land registration.
13. To discuss and consider the Parish financial report including
 - 13.1 Expenditure and receipts since the last meeting
 - 13.2 Outstanding requests for payment
 - 13.3 Consider and approve the Parish Council Insurance renewal
 - 13.4 Consider and approve the Annual Governance Statement
 - 13.5 Consider and approve the Accounting Statements
 - 13.6 Signing of the Accounting Statements by the Chairman.
 - 13.7 Review of the Clerk's salary and hours
14. To receive an update on the grid at Butchers Bridge and the Guardianship of the Defibrillator Cabinet.
15. To consider items for the next Parish Council meeting agenda in July 2021 including items for the September newsletter

Marina Briggs
Clerk to the Parish Council
6th May 2021