

# TATHWELL AND HAUGHAM PARISH COUNCIL

## ANNUAL PARISH COUNCIL MEETING

Notice is hereby given that the Annual Meeting of Tathwell and Haugham Parish Council will be held **remotely via Zoom on Wednesday 6<sup>th</sup> May 2020, at 7:30pm.**

**Councillors are hereby summoned to attend.**

### AGENDA

- 20/5-1 Election of Chairman**
- 20/5-2 Election of Vice-Chairman**
- 20/5-3 Report from Outside Bodies including public forum**
- 20/5-4 Record of Members Present and Apologies**
- 20/5-5 To receive any Declarations of Interest on any item on the agenda** - in accordance with the requirements of the Localism Act 2011, and to consider any applications for dispensations in relation to disclosable pecuniary interests
- 20/5-6 Minutes from 15<sup>th</sup> January 2020** – to approve as a correct record the notes of the meeting and authorise the Chairman to sign the official minutes.
- 20/05-7 Council Matters**
- a) **Chairman’s Remarks** – to receive any update
  - b) **Annual Review of Policies**
    - i. **Standing Orders**
    - ii. **Financial Regulations**
    - iii. **Code of Conduct**
    - iv. **Data Protection Policy**
    - v. **Privacy Notice**
    - vi. **Complaints Procedure**
    - vii. **Environmental Policy**
    - viii. **Health and Safety Policy**
    - ix. **Equal Opportunities Policy**
  - c) **Clerk’s Report**
  - d) **Communications Received**
- 20/5-8 Finance and Budgets**
- a) **To review the end of year Receipts and Payments 2019/20**
  - b) **2019-2020 Annual Audit of Accounts** – to approve and sign the Certificate of Exemption
  - c) **2019-2020 Annual Audit of Accounts** – to review and approve the Governance Statement
  - d) **2019-2020 Annual Audit of Accounts** – to review and approve the accounting statements
  - e) **Payments-** to receive and resolve to accept payments for May 2020
- 20/5-9 Community Amenities**
- a) **Covid-19 impact on parish** - update
  - b) **Tathwell Notice Board** – to consider replacement or repair
  - c) **Litter pick-up** – update
  - d) **Defibrillators** - update
- 20/5-10 Planning Matters – updates and** to consider any applications, if any
- To resolve to move into closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed in relation to the following matters:
- 20/5-11 Parish Clerk Performance Appraisal**
- End of closed session.
- 20/5-12 Next Meeting – Wednesday, 19<sup>th</sup> August 2020**

Signed: **Mrs Nadine Must**, Parish Clerk  
30th April 2020