

# Belchford and Fulletby Parish Council

## NOTICE OF MEETING

Dear Councillor

You are hereby summoned to attend the Parish Council Meeting of Belchford and Fulletby Parish Council. It will be held on **Thursday 20<sup>th</sup> May 2021** commencing at **7.30pm at Belchford Village Hall**.

The business to be dealt with at the meeting is listed in the agenda below. The official meeting will start at 7.45pm or at the conclusion of the public forum whichever is sooner. All councillors should be present by 7.30pm.

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**PUBLIC FORUM** – Public Participation (maximum 15 minutes) – Members of the public will be invited to comment on any of the items on the agenda or any item they may wish to raise, those items not on the agenda will not be debated but referred if appropriate to the next meeting

Mrs Karen Elliott, Clerk to the Council

Date: 8<sup>th</sup> May 2021

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**This face to face meeting is being held safely and in line with restrictions and current advice.**

**Please adhere to social distancing guidelines, wear face masks and sanitise your hands.**

**Belchford Village Hall has a Covid safe capacity of 50 and therefore the number of the public that can be accommodated is 39.**

**Written representations on issues of concern can be forwarded to the clerk if you do not wish to attend in person.**

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### AGENDA for AGM

1. **Election of Officers and signing of Declaration of Acceptance of Office and DPI.**
  - a. **Chairman**
  - b. **Vice Chairman**
  - c. **Responsible Finance Officer**

### AGENDA

1. **Apologies for absence and reasons given**
2. **Declaration of interests and requests for dispensations** - *To receive declarations of interest in accordance with the Localism Act 2011 and to consider granting dispensation(s), as per written requests received by the proper officer, to councillors under section 22 of the Act*
3. **Chairman's remarks**
4. **To confirm and sign the minutes of the meeting held remotely on 18<sup>TH</sup> March 2021.**
5. **To receive reports from the Clerk and Councillors on matters outstanding**
  - a. To consider Zoom subscription
  - b. Annual Parish meeting – 22<sup>nd</sup> May 2021 at 11am: plans and agenda.
6. **To receive reports from District and County Councillors, and Police (if available)**

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7. To receive an update from the Village Green Committee (ZH)
8. To review which potholes have been reported and to consider any other Highways Matters including flooding & drains.
9. Footpaths (PT)
10. Neighbourhood Development Plan – update/report
11. Provision of Car Park for visitors
12. Full Fibre Broadband – update (IG)
13. Councillors and Technology (?)
14. To consider correspondence received since the last Council meeting:
15. Insurance renewal (NB)
16. Financial matters:
  - a) *To receive an updated bank reconciliation form from RFO and report on Year End Accounts*
  - b) *To consider and resolve payments since last meeting including clerks salary*
  - c) *Internal Audit to Year End 31.03.2021.*
  - d) *Annual Governance and Accountability Return (AGAR)*
    - i) *To agree Year End Accounts to 31.03.2021 and*
    - ii) *To complete and approve Annual Governance Statement 2020/2021*
17. Planning Matters:
  - a. S/013/02044/20 – this application has been withdrawn.
18. To consider items for the next Parish Newsletter
19. To agree agenda items for the July 2021 meeting.

Meeting Dates for 2021 – 22<sup>nd</sup> July, 16<sup>th</sup> September and 18<sup>th</sup> November.