

Chedburgh Parish Council

Clerk: Maximilian Clay

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To Members of Chedburgh Parish Council

You are duly summoned to attend the meeting of Chedburgh Parish Council to be held on

Tuesday 4th May 2021 at 6.30pm

Electronically, via Zoom



Maximilian Clay - Clerk
28th April 2021

Members of the public wishing to attend should contact the clerk via the above email address for joining instructions.

AGENDA

- 1. Election of Chair**
To elect a Chairperson for the year.
- 2. Election of Vice Chair**
To elect a Vice-Chairperson for the year
- 3. Signature of Acceptance of Office Declarations**
The newly elected Chair and Vice-Chair to sign Declarations.
- 4. Apologies**
To receive apologies and to approve the reason for absence.
- 5. Declarations of Interest**
 - a. To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
 - b. To declare any Other Disclosable Interests in items on the agenda, and their nature.
- 6. Minutes**
To agree the minutes of the Parish Council Meeting dated 8th March 2021 and authorise the Chair to sign them as a true record.
- 7. Public Forum**
Members of the public are invited to give their views and question the parish council about issues on this agenda.
- 8. Insurance for 2019/20**
To consider and approve the insurance arrangements for the coming year.
- 9. Finance & Governance**
 - a. To review and approve the Financial Regulations (no changes);
 - b. To review and approve revised Standing Orders (no changes);

- c. To review and approve the Financial Risk/ Risk Management assessment;
- d. To approve the 2020/21 Accounts, including the end of year Bank Reconciliation and the Asset Register;
- e. To receive and consider the Internal Auditor's Report;
- f. To consider and approve the Governance Statement at Part 2 Section 1 of the Annual Return and authorise the Chair to sign it on behalf of the Council;
- g. To consider the information provided at Part 2 Section 2 of the Annual Return and to authorise the Chair to countersign it on behalf of the Council;
- h. To consider the grounds for exemption from external audit (Limited Assurance Review) and authorise the Responsible Financial Officer and the Chair to sign the Certificate of Exemption;
- i. To re-appoint Mrs Christine Fitzgerald as internal auditor for 2021/22
- j. To ratify the draft dates for meetings for the 2021/22 session and the 2022 Annual Meeting.
- k. To receive the schedule of receipts and payments and to approve the schedule of payments.

Copies to:

Karen Soons (County Councillor
Christine Fitzgerald (Internal Auditor)