

CLOTTON HOOFIELD PARISH COUNCIL

ANNUAL GENERAL PARISH COUNCIL MEETING

For the attention of all Parish Councilors

You are hereby summonsed to attend the meeting of the Parish Council on
Thursday 21st May 2020 at 7:00 pm virtually via Zoom

AGENDA

1. **CHAIRMAN** – to elect a Chairman for the year 2020-21
2. **VICE CHAIRMAN** – to elect a Vice-Chairman for the year 2020-21
3. **APOLOGIES** - and reason for absence
3. **DECLARATION OF INTERESTS.**
Pecuniary, Outside Bodies and family, friend or close associate interest.
4. **PUBLIC PARTICIPATION**
An opportunity for members of the public to raise any parish matters of concern.
5. **MINUTES.**
To accept the Minutes of the Parish Council Meeting held on 23rd January 2020
6. **ACTIONS SINCE LAST MEETING.**
To review and update on all actions since last meeting.
7. **PLANNING.**
 - a) To note the circulated Planning Register and consider applications.
 - b) Review planning applications.
 - c) Planning Training Update.
8. **AUDIT**
 - a) To accept the account for the year 2019-20
 - b) To accept and sign the Certificate of Exemption for 2019-20
 - c) To accept the Annual Internal Audit Report for 2019-20
 - d) To review and complete the Annual Governance Statement 2019-20
 - e) To accept and sign the Accounting Statement for 2019-20
 - f) To sign the Exercise of Public Rights
9. **ACCOUNTS.**
To accept the Cash Book to date and approve payments.
To approve Income and Payments since last meeting.
To update the meeting on current banking situation.
To review and note Internal Auditors Report.
To approve payments that can be made in between meetings for the year.
10. **NEIGHBOURHOOD DEVELOPMENT PLAN.**
To provide the meeting with an update following the submission of the NDP.
11. **COMMUNITY COVID-19 RESPONSE** - to provide the Parish Council with an update.
12. **HIGHWAYS.**
Condition of local roads - in particular Wood Lane and Corkscrew Lane.

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13. UPDATED POLICIES

- To review and adopt the Reserves Policy as submitted by the Clerk
- To review and adopt the Privacy Policy as submitted by the Clerk
- To review and re-adopt the CWaC Code of Conduct
- To review the schedule of Policies and agree timescales for review.

14. RISK ASSESSMENT – to review and amend the Annual Risk Assessment as required

15. PARISH COUNCIL ASSETS – to review and update.

16. DATES OF MEETINGS FOR 2020-21 - to agree the schedule of meetings for 2020-21.

**Part 2 – Due to the confidential nature of the business
to be discussed the Press and Public may be asked to leave the room.**

17. CLERK

- To decide when to advertise the position of Clerk.

DATE OF NEXT MEETING

Thursday 16th July, 2020 at 7.00pm in Duddon Village Hall.

Signed *Trudy Ryall-Harvey.*
Temporary Clerk 11/05/2020
clerk.clottonhoofieldpc@gmail.com