

Wyre Piddle Parish Council

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25th April, 2021

The **Annual Meeting of Wyre Piddle Parish** and **Annual General Meeting of Wyre Piddle Parish Council** will be held **Wednesday 5th May 2021 4pm via zoom.**

Register in advance for this meeting:

<https://us02web.zoom.us/join/register/tZUucO-grzoiE9ZF1xBWIy8Ndo6fzGhJXI9Y>

After registering, you will receive a confirmation email containing information about joining the meeting.

The business set out in the agenda below will be transacted.

Carole Hirst

Clerk & Responsible Financial Officer

Annual Parish Meeting Agenda

- 1 To elect a Chairman for the meeting
- 2 Parish Council Annual Review (Chairman Report 2020/21)
- 3 District Councillor Report – Cllr Liz Tucker
- 4 Local Community Police Officer report – (if received)
- 5 Report from Village Hall Committee – (if received)
- 6 Reports from Village Organisations – (if received)
- 7 Open Public Forum

Wyre Piddle Parish Council Annual General Meeting 2021 Agenda

- 1 Election of Chairman of the Council for 2021/22 and signing of The Declaration of Acceptance of Office
- 2 To Consider Apologies for Absence
- 3 To Record:
 - a) Declarations of Interest for the Meeting (Personal & Prejudicial) and
 - b) Any Changes to be Notified to the Register of Interests, Gifts & Hospitality. Councillors are reminded that they must complete new Register of Interest Forms and submit them to Wychavon District Council.

- 4 Election of Vice-Chairman of the Council for the ensuing municipal year.
- 5 Appointment of Members to represent the Council on the following bodies:
 - a) Village Hall Committee
 - b) Waste Liaison Committee
 - c) Planning Committee
 - d) PACT Member

Parishioners' comments:

The meeting will be adjourned for Public Question Time

The time allocated is at the discretion of the Chairman. Residents are invited to give their views and question the Parish Council on issues on this agenda or raise issues for future consideration at the discretion of the Chairman. Members of the public may not take part in the Parish Council meeting itself.

The period is not part of the formal meeting; brief notes will be appended to the minutes as an aide memoire.

6. To Note Bank Signatories.
7. To note Standing Orders, Financial Regulations, Asset Register, Code of Conduct, Risk Management Policy and to consider a schedule for their review if required (attached by email)
8. To appoint individual councillors to the following roles:
 - a) Lengthsman Liaison
 - b) Grounds Maintenance Liaison
 - c) Footpaths, Bridleways, Smiths Meadow
9. To approve the minutes of the Parish Council meeting held on Thursday March 25th 2021.
10. Finance
 - a) Audited accounts & Annual Return: 31st March 2021 (PART 2)
 - (i) Consider Internal Auditor's Report & recommendations (attached)
 - (ii) Proposal to consider Section 1: Annual Governance Statement (attached)
 - (iii) Proposal to consider Section 2: Accounting Statements (attached)
Accounts & Audit regulations 2015
 - (iv) To Consider approval the Annual Accounts for 2020/21 year ending 31st March 2021
 - (v) To note the dates for the period for the Exercise of Public Rights for 2021 to set as Monday 14th June to Friday 23rd July 2021.
 - (vi) To Consider the Exemption Certificate for 2020/21 as an Authority whose income and expenditure are under £25,000.
 - b) To Approve list of Payments from 25th March to 2nd May 2021 and acknowledge Receipts to 2nd May 21

- c) Bank Reconciliation and bank balances to 31st March 2021 and 1st April to 23rd April 2021. Cllr. Paul reconciled that the accounts were reconciled and duly signed the accounts to 31st March 2021.
- d) To consider 3 quotes for coppicing 11 willows on poplar Avenue and 2 trees on the village green, quote 1 £900 + vat, quote 2 £1000 + vat quote 3 £2000 + vat.

11. Report from District Councillor L. Tucker

12. Parish Councillor update reports.

13. Planning

14. Correspondence

15. To confirm the dates of future meetings of the Council: -

At 7.30 pm in the Village Hall on: -

2021, Thursday 22 July, Thursday 23 September, Thursday 25 November
(Precept Setting)

2022, Thursday 27 January, Thursday 24 March, Thursday 26 May (AGM and
Annual Parish Meeting)

Date of next meeting – Thursday 22nd July 2021

**THE PRESS AND PUBLIC ARE WELCOME TO ATTEND THE OPEN
PART OF THE MEETING**