

# HORRABRIDGE PARISH COUNCIL

## To all Members of the Council

You are hereby summoned to attend the Annual and Parish Council Meeting of Horrabridge Parish Council to be held at 7.00pm on Tuesday 4<sup>th</sup> May 2021; online via ZOOM;

### Join Zoom Meeting

<https://us02web.zoom.us/j/83416901244?pwd=SjdGVnQ5S0RNNzhQWDZLVGM1eHNrQT09>

Meeting ID: 834 1690 1244

Passcode: 606421

for the purpose of transacting the business set out below.

Members of the public are welcome to attend.

*S Honey*

Shane Honey, Clerk to the Council

Wednesday 28<sup>th</sup> April 2021

## ANNUAL PARISH COUNCIL MEETING

### A G E N D A

1. Election of Chairman for 2021/22
  2. Election of Vice Chairman for 2021/22
  3. Election of Representation on external bodies  
Twining, Youth Club and Community Hall
  4. Election of members to the following committees;  
Planning, Open Spaces (ToR required) and Personnel
  5. Annual Review of Register of Interests
  6. Annual review of the Council's Asset Register
  7. Annual review of the council's Risk Assessment
  8. Annual review of the Council's insurance cover
  9. Review of Standing Orders and Financial Regulations  
To amend wording of SO 17 (h) Urgent/Emergency Business "*Chairman of the Finance Committee*" to "*Chairman*".
  10. Annual review of the council's policies  
Parish Council Meeting
  11. Apologies for Absence
  12. Declarations of Interest
  13. Confirmation of the Minutes of the Parish Council Meeting held on 13th April 2021
  14. Finance:
    - I. To note the bank balance App A, payment list App B and budget monitor App C; as at 26 April 2021 plus clerk and staff salaries for April 2021
    - II. To consider the Internal Auditor's Annual Report of 2020/21 Accounts
    - III. To resolve to sign off the Annual Governance and Accountability Return; Sections 1 and 2
  15. Planning and TPO – Applications *0189/21 Erection of two storey extension at 23 Chichester Court, Horrabridge - TPO 21/0018 Cypress Tree*
  16. To discuss possible return to face to face parish council meetings (and subsequent social distancing arrangements) and continuation of ZOOM subscription after 7<sup>th</sup> May 2021
  17. Reopening of village hall for discussion and agreement
  18. Open spaces report
  19. To discuss RoSPA report and agree repairs to play equipment in Weir Park - £3,346.00 Ex VAT
  20. To discuss and agree situation with portacabin stored in Fillace Park
  21. Situation of trees in old memorial ground for discussion and agreement
  22. To agree update to chairperson names on chain of office
  23. Borough and County Councillors report
  24. Councillors' reports and items for future agenda
- Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.
25. To confirm date of next meeting scheduled for Tuesday 8<sup>th</sup> June 2021

- 26. Exclusion of the Press and the Public. To resolve that in accordance with Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the meeting**
- 27. To discuss handyperson governance procedures**
- 28. To discuss Pension Regulator requirements**

*All meetings are held on the second Tuesday of the month, at 7.30pm, unless otherwise specified.*