

Spexhall Parish Council

Members are summoned to an Annual Meeting of the Parish Council which will be held virtually via Zoom on Tuesday, May 4th 2021 at 2-30pm. Please use the code below.

Members of the public who would like to attend – please use the code below.

<https://us02web.zoom.us/j/84780406432?pwd=ZGFkQkt4d0NNZHVvdmxmWlkrQk02UT09>

Meeting ID: 847 8040 6432

Passcode: 677666

Members of the public and the press are welcome to attend and may ask questions on Agenda items in the Public Session (Item 8) otherwise they are respectfully requested to remain silent during the meeting. Councillors and the public are advised the law permits any person to film, record, photograph or use social media to report on meetings of the Council open to the public:

Signature: *Paul Widdowson*

Paul Widdowson, Clerk to the Council, 69 Dukes Drive, Halesworth, IP19 8DR:

Tel: 01986 872114: Email: spexhallparishclerk@gmail.com

Agenda:

- 1) To elect a Chair for 2021-2022 and receive the Chair's Declaration of Acceptance of Office:**
- 2) To elect a Vice-Chair for 2021-2022:**
- 3) To appoint a Proper Officer and Responsible Finance Officer for 2021-2022:**
- 4) Apologies:** To receive any apologies for absence.
- 5) To receive Declarations of Interest and confirm all members have reviewed their Declarations of Interest Forms:** Councillors to declare any Pecuniary or Non-Pecuniary Interests. Members may subsequently declare an interest at any point in the meeting
- 6) Requests for dispensations:** Consideration of any requests for dispensation.
- 7) To receive a report from the County and District Councillors:**
- 8) Public Session:** Members of the public have fifteen minutes to ask questions on topics on the agenda.

- 9) **To confirm the Minutes of the Meeting held on March 26th 2021:**
- 10) **To review progress in each section of the Council Action Plan:**
 - a. Road Safety,
 - b. Communications,
 - c. Accessibility,
 - d. Events,
 - e. Good Governance,
 - f. Planning,
 - g. Emergency Planning.
- 11) **Highways and Speeding:** Councillors to discuss Highways and Speeding in the Parish.
- 12) **Website:** Councillors to consider a new person to look after the website.
- 13) **Planning Matters:** To agree and discuss the following planning applications.
- 14) **Clerk's Report and Correspondence:** The Clerk to update the council on correspondence received and the administration of the council.
- 15) **Financial Report:**
 - a) **Balances at the Bank on April 31st 2021:** To receive an update on the current financial status.
 - b) **Cheques for payment:** To review receipts and approve payments.
- 16) **Accounts year ending March 31st 2021:** Review of the Accounts for Internal Audit and any questions:
 - a) **To approve Section 1 of the Annual Return and sign declaration:**
 - b) **To approve Section 2 of the Annual Return and sign declaration:**
 - c) **To agree the accounts for the year ending 31st March 2021:**
 - d) **Acceptance of financial report and year end accounts:**
 - e) **To agree to a 'Limited Assurance Review' or to complete a 'Certificate of Exemption':**
- 17) **To decide the date and receive agenda items for the next Parish Council Meeting.**