

Issued

1<sup>st</sup> Julv 2020

## MOUNT BURES PARISH COUNCIL

Meeting of : FULL PARISH COUNCIL

Date : WEDNESDAY 8<sup>th</sup> July 2020 TIME: 7.30 P.M.

Place: by Remote Conferencing as per the Coronavirus Act 2020

Members of the Parish Council are summoned to attend the above Meeting to transact the following business. Members are respectfully reminded that each item on the Agenda should be carefully examined. If you have any interest, it must be duly declared.

Notice: Under the Openness of Local Government Bodies Regulations 2014, filming and or recording of this meeting is open to members of the press and public.

The Public and Press are welcome to be present and to raise any issue pertinent to items on the Agenda.

### Coronavirus Act 2020

However, the Parish Council Meeting will be conducted in accordance with the New Coronavirus Act 2020 which means that the meeting will take place by video conferencing. If a member of the press or public wishes to raise a matter to be discussed at this meeting would they please contact the Parish Clerk on [mountburespc@outlook.com](mailto:mountburespc@outlook.com) in the first instance or by phone on 01787374348.

Agenda Number	Decision Required	Description
20/18	YES	Welcome and Apologies
20/19	Yes	<b><u>DECLARATION OF INTERESTS</u></b> <i>To receive any 'Disclosable Pecuniary Interests, other Pecuniary Interests or Non-Pecuniary Interests' relating to items on the agenda.</i>
20/20	Yes	<b><u>CONFIRMATION OF MINUTES – MEETING HELD WEDNESDAY 13<sup>TH</sup> MAY 2020</u></b>
20/21	Yes	<b><u>PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA AND OTHER MATTERS THAT ARE OF MUTUAL INTEREST</u></b>
20/22	Yes	<b><u>Ward &amp; County Councillors to address the members if Participating</u></b>
20/23		To discuss status and identify local 'protected' lanes. ( item submitted by resident of Mount Bures).
20/24	Yes	<b><u>Responsible Financial Officer</u></b> Agree appointment of the Responsible Financial Officer

20/25	Yes	<p><b><u>ANNUAL RETURN</u></b></p> <p>1) <b>MINUTE SIGNING OF EXEMPTION CERTIFICATE HAS TO BE WITH EXTERNAL AUDITOR BY 30 JUNE.</b></p> <p>THE ANNUAL RETURN IS CURRENTLY WITH THE INTERNAL AUDITOR IF RETURNED IN TIME THE PC WILL PROCEED IF NOT THE ANNUAL RETURN DOCUMENTS WILL BE SIGNED OFF AT AN EXTRAORDINARY MEETING DATE YET TO BE AGREED.</p> <p>2) <b>RECEIVE AND NOTE THE INTERNAL AUDIT REPORT</b></p> <p>3) <b>SECTION 1 ANNUAL GOVERNANCE STATEMENT 2019/2020</b> SIGNATURES MUST BE MINUTED</p> <p>4) <b>SECTION 2 APPROVAL OF ACCOUNTING STATEMENT FOR 2019/20</b> SIGNATURES MUST BE MINUTED</p> <p>5) <b>INTERNAL AUDIT REPORT.</b></p>
20/26	Yes	<b><u>Chairman's Report</u></b>
20/27		<b><u>Clerk's Report</u></b> Correspondence Received
20/28	Yes	<b><u>Planning Register</u></b>
20/29	Yes	<p><b><u>To receive, amend and or agree Mount Bures :-</u></b></p> <p>1. Standing Orders.</p> <p>2. Financial Regulations</p>
20/30	Yes	<p><b><u>Financial</u></b></p> <p>Cllrs to discuss whether or not the clerk should obtain a pre- paid credit card to pay for online web functions.</p>
20/31	Yes	<b><u>To Accept Payment Schedule</u></b> as per attached
20/32		Meeting Close

*Liz Malvisi*  
Parish Clerk