

Mount Bures Parish Council

To: All Councillors

You are hereby summoned to attend a meeting of Mount Bures Parish Council via zoom at 7:30 p.m. on Wednesday, 5th May 2021 for the purpose of transacting the following business:

Grahame Walkingshaw

Grahame Walkingshaw, Parish Clerk for Mount Bures
80 Chapel Road, West Bergholt, Essex, CO6 3HL
Telephone Number: 01206 240 772 E-mail: mountburespc@gmail.com

AGENDA

- 20/91 Election of Chairman (sign Declaration of Acceptance of Office)**
- 20/92 Welcome and apologies for absence**
- 20/93 Declaration of Members interests**
- 20/94 Election of Vice Chairman**
- 20/95 Election of Councillors for representatives**
Colchester Association of Local Councils (CALC)- Cllr Mark Graham
Essex Association of Local Councils (EALC) - Cllr Mark Graham
Essex Highways – Cllr Ian Woodman
Recycling & Transport – Cllr Hillary Bufton
Parish Paths Partnership – Cllr Doug O’Neill
Emergency Planning – Cllr Mark Graham & the Parish Clerk
Website - Cllr Doug O’Neill
- 20/96 To review the effectiveness of the system of internal control (Internal Audit)**
Chairman to sign Certificate of Exemption and add minute reference
Chairman to sign Annual Governance Statement after approval at meeting, to date and add minute reference
Chairman to sign Accounting Statement after approval at meeting, to date and add minute reference
Chairman to sign Bank Reconciliation after approval at meeting
- 20/97 To review Standing Orders**
- 20/98 To review Financial Regulations**
- 20/99 To Review Financial Risk Assessment**
- 20/100 Public Open Forum (Maximum 15 minutes)**
- 20/101 To approve the minutes of the last meeting (10th March 2021)**
- 20/102 Visitors Report (CBC Peter Chillingworth, ECC Anne Brown)**
- 20/103 Clerk’s Report**

- 20/104 Finance**
To approve payments in accordance with the Budget
Payments for April & May 2021
- 20/105 Planning/Housing**
105.1 Applications for discussion at meeting
None

105.2 Planning Applications – Observations conveyed under delegated authority since
last meeting
None

105.3 Planning Applications – Decisions received since last meeting
- 20/106 Financial Risk Assessment Policy March 2021**
To approve amendment on zoom meetings as part of the Financial Risk Assessment
Policy for the Parish Council
- 20/107 To Review Parish Council Risk Assessment**
Appointed councillor to review risk assessment on behalf of Parish Council
- 20/108 Footpath 34**
To discuss obstruction of Footpath 34
- 20/109 Footpath Maintenance**
To agree servicing of Lawn Mower
To agree cost of maintenance of footpaths (up to a maximum of £375)
To agree cost of cutting hedgerows Phillips Path/Brook House Lane path
- 20/110 Internal Audit 2021/2022**
To agree to use of Heelis & Lodge as Internal Auditors for 2021/2022 and to
confirm use of same company in 2020/2021 Internal Audit.
- 20/111 Training/Events**
111.1 Reports on attended events

111.2 Nominations for new events
- 20/112 Information Exchange/Items for next agenda**
- 20/113 To confirm date and time of next meeting**
Date of next meeting: Wednesday 14th July 2021 at 7.30 p.m.