PARISH OF TRYSULL & SEISDON
Notice of Meeting of Parish Council

Dear Sir/Madam,

I hereby give you notice that a Virtual Meeting via 'zoom' of the **PARISH COUNCIL** of the above-named Parish will be held on **Thursday 21st day of May 2020** at **7.00 p.m.**

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder.

Dated this…**15th**……. day of……**May**……**2020**

.Nagle..V Walton....
Clerk

In recognition of the problem of holding and attending meetings ***The Local Authority and Police and Crime Panels (Coronavirus)(Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020*** ('the 2020 Regulations') came into force on 4th April 2020.
Regulation 3 includes Parish Councils within the definition of a 'local authority'.
Regulation 5 allows for holding of remote meetings and to vary standing orders to accommodate such measures, based on the Councils own needs and capacity.
Regulation 4 provides that where an appointment would otherwise be made or required to be made at the Annual Meeting of the Parish Council such appointments will now continue until the next Annual Meeting unless the Council decides otherwise.
Regulation 6 confirms that an Annual Meeting of the Parish Council is not required but may be held.

BUSINESS TO BE TRANSACTED

With reference to the above motions to be considered are:

1) To agree that no Annual Meeting of the Council is necessary and all office holders and committee members will continue to hold their current positions until such time as the Council decides or, if later, the next Annual Meeting
2) To suspend standing order 3 relating to public participation. Now to be allowed only at the sole discretion of the Chairman, given the strict time constraints of any remote meeting.

APOLOGIES

DECLARATION OF INTERESTS AND DISPENSATIONS
To receive declarations of interest
To receive written requests for dispensations for disclosable pecuniary interests
To grant any requests for dispensation as appropriate.

MINUTES OF MEETING
Minutes of Meeting dated 11th March 2020 to be agreed as a true record.
PLANNING
Planning Applications received after the March meeting.

ACCOUNTS
Audit

1) To receive the Internal Audit Report and note any comments.
2) To receive, review and if appropriate approve Section 1 Annual Governance Statement 2019/20.
3) To receive, review and if appropriate approve Section 2 Accounting Statement 2019/20. (It is noted that this Statement must be signed by the RFO before being presented to the Council for approval).
4) To agree the Notification of Public Rights period to run from 1st July 2020 to 11th August 2020.
5) To agree, if so approved, that the;
   a) Internal Audit Report
   b) Completed (signed) Section 1 and 2 Reports
   c) Year End Bank Reconciliation
   d) Significant Variance Report
   e) Asset Register
   f) Notice of Appointment of Dates for the Exercise of Public Rights
   g) A Declaration that Accounts are not yet audited by the external auditor who will subject the Accounts to a Limited Assurance Review.

   Be published on the Parish Council web-site no later than 31st May 2020

6) To agree, if so approved, that the information described in a),b),c),d),f) above, the External Audit Report and Certificate (Section 3) – completed with name only together with the RFO and Chairman's contact details

   Be forwarded to the External Auditor before 30th June 2020.

7) To confirm that the external auditors, Mazars LLP, do not provide any personal accountancy or tax advice to any councillor and councillors are not aware of any other potential conflicts of interest that might affect the auditors' independence.

List cheques signed mid month.
Agree signing of cheques this month.

CORRESPONDENCE
List to be forwarded to Councillors.

MATTERS ARISING

PUBLIC PARTICIPATION

DATE OF NEXT MEETING

TRYSULL & SEISDON PARISH COUNCIL

NOTICE OF A ' VIRTUAL' PARISH COUNCIL MEETING

A virtual Parish Council meeting, via Zoom, is to be held on Thursday 21st May 2020 at 7.00 p.m.

Members of the public who wish to join the meeting need to e-mail the Clerk by 12.00 noon on Thursday 21st May giving details of their names an e-mail address and their acceptance and undertanding these details will be used in the invitation to a public meeting.

As the meeting will be limited to 40 minutes maximum public participation will only be allowed at the discretion of the Chairman.