

NOTICE OF A MEETING OF HINTS WITH CANWELL PARISH COUNCIL

To be held virtually at 7:30pm on Tuesday 14th July 2020

Dear Councillor

You are summoned to attend an ordinary meeting of Hints with Canwell Parish Council to be held virtually via Zoom at **7:30pm on Tuesday 14th July 2020** at which the following business will be transacted. Any councillor unable to attend should forward their apologies to the Clerk.

Any member of the public wishing to observe the meeting should contact clerk@hintswithcanwellpc.co.uk for an invitation to the virtual meeting. Any questions of comments from the public must be sent in advance of the meeting for the clerk to present.

Dated this 3rd July 2020



Gemma Burgess, Clerk & RFO

AGENDA

- 20/38. Apologies:** To receive apologies and approve reasons for absence.
- 20/39. Declarations of Interest and Dispensations:** To receive Declarations of Interest and consider grant of any Dispensations of which written notice has been received by the Clerk.
- 20/40. Minutes:** To approve the Minutes of the Council meeting held on 12th May 2020.
- 20/41. Public participation:** The meeting to adjourn for **up to 10 minutes** to allow for consideration of questions and comments from the public which the clerk has received in advance of the meeting.
Members of the public may not take part in the Council meeting itself.
- 20/42. Reports from County and District Councillors and Police if present:** to report on urgent matters only.
- 20/43. Accounts for the Year Ending 31st March 2020:** to note Receipts and Payments.
- 20/44. Budget Out-turn Report for the Year Ending 31st March 2020:** to note the report.
- 20/45. Internal Auditor's Report for the Year Ending 31st March 2020:** to note the report.
- 20/46. Annual Governance and Accountability Return 19/20:** to approve:
 - a. Certificate of Exemption
 - b. Section 1 - Annual Governance Statement 2019/20
 - c. Section 2 – Accounting Statements 2019/20
- 20/47. Finance, Staffing and Administration**
 - a. Bank Reconciliation: To check and approve.
 - b. Payments: To approve.
 - c. Direct Debit Mandate: to approve the DDM for payment of webhosting to IONOS.
- 20/48. Reports from Chairman, Councillors and Clerk:** to report on urgent matters only.
- 20/49. Appointments:** to confirm appointments of:
 - a. Internal Auditor for 20/21.
 - b. Representatives on LDC Parish Forum.
 - c. Representative on Quinney Hall Management Committee.
- 20/50. Quinney Hall:** to report on a dead tree and to consider any actions necessary.
- 20/51. Planning:**
 - a. To note the comment made on application 20/00663/LBC & 20/00638/FUH on behalf of the Council.
 - b. To note decisions on 20/00005/REF & 20/00446/PND.
- 20/52. Next Meeting:** to be held on Tuesday 8th September 2020 at 7:30pm either virtually or at Hints Village Hall depending on restrictions.