



# East Ilsley Parish Council

## VIRTUAL ANNUAL MEETING of the PARISH COUNCIL

I hereby give you Notice that East Ilsley Parish Council will hold a 'virtual' Annual Meeting of the Parish Council on:

Thursday 28<sup>th</sup> May 2020 via 'Zoom' at 7.30pm

<https://us02web.zoom.us/j/85878524595?pwd=cmZLU3R0YWlJZE5NN0UyTnZlOzJUQT09>

Meeting ID: 858 7852 4595

Password: 7ajWMD

All members of the Council are hereby summoned to attend this virtual meeting.

### AGENDA

Item	Description	Owned By	Response
1.	To consider the election of Chairman of the Council for 2020/21 and for the elected Chairman to sign the declaration of office in view of the meeting participants	Chair	Action
2.	To consider the election of Vice-Chairman of the Council for 2020/21 and for the elected Chairman to sign the declaration of office in view of the meeting participants	Chair	Action
3.	To consider the <a href="#">co-option</a> of 2 new Councillors to join the Parish Council: 1) Mr. Michael Lewis 2) Ms. Sarah Yacim Each candidate will be invited to speak for up to 3 minutes. The Chair will seek proposers and seconders for each nomination. A vote will be taken to formally co-opt each person to the Council. The Declaration of Office and other forms will be completed in view of the meeting participants.	Chair	Action
4.	To receive apologies for absence from members of the Council	Chair	~
5.	To receive any declarations of disclosable pecuniary interests or non-registerable interests by members or the Clerk and to consider any requests for dispensation	Chair	Discuss & Action
6.	To receive a <a href="#">report</a> from the District Councillor, Carolyne Culver	CC	~
7.	Questions or comments from members of the public regarding items on the agenda and representations from any member who has declared a personal interest	Chair	Discuss & Action
8.	To approve the minutes of the Extraordinary Parish Council Meeting held on <a href="#">21<sup>st</sup> April 2020</a> and the Planning Meeting held on <a href="#">14<sup>th</sup> May 2020</a> .	Chair	Ratify
9.	Annual Governance & Accountability Return 2019/20 <ul style="list-style-type: none"><li>To consider the findings of the <a href="#">Internal Audit Review</a></li><li>To approve the <a href="#">Annual Governance Statement</a> by resolution</li><li>To consider the <a href="#">Accounting Statement</a> and the <a href="#">Receipts &amp; Payments Summary</a></li><li>To approve the Accounting Statements by resolution</li><li>Ensure the Accounting Statements are signed in view of the meeting participants</li></ul>	Full Council Chair Full Council  Chair Chair	Discuss Ratify Discuss  Ratify Ratify
10.	To review the <a href="#">delegation arrangements</a> for Staffing Committee and the Clerk	Chair	Ratify
11.	To review the <a href="#">terms of reference</a> for the Staffing committee	Chair	Ratify
12.	Appointment of members to the Staffing committee	Chair	Ratify
13.	To determine the appointment of any new committees	Chair	Action
14.	To review the <a href="#">Standing Orders</a> of the Parish Council	Chair	Ratify
15.	To review the <a href="#">Financial Regulations</a> of the Parish Council	Chair	Ratify

16.	To review the <a href="#">Asset Register</a> of the Parish Council	Chair	Ratify
17.	To confirm the arrangements for <a href="#">insurance cover</a> in respect of all insured risks	Chair	Ratify
18.	To review the council's and/or staff <a href="#">subscriptions</a> to other bodies	Chair	Ratify
19.	To review the <a href="#">Direct Debits</a> approved by the Council	Chair	Ratify
20.	To review the council's <a href="#">complaints procedure</a>	Chair	Ratify
21.	To review the council's procedures for handling requests made under the <a href="#">Freedom of Information</a> Act 2000 and the Data Protection Act 1998	Chair	Ratify
22.	Review of the council's policy for dealing with the <a href="#">press/media</a>	Chair	Ratify
23.	To determine the time and place of ordinary <a href="#">meetings</a> of the full council up to and including the next annual meeting of full council	Chair & Full Council	Ratify
24.	To consider Parish Council <a href="#">areas of responsibility</a> and representation on outside bodies	Chair & Full Council	Ratify
25.	To receive the <a href="#">Clerk's Report</a> : to include Finance, Correspondence and miscellaneous items	Clerk	Discuss & Action
26.	To discuss matters for future consideration and information	Chair	Discuss
27.	Further Questions or Comments from the Public	Chair	Discuss

All are welcome to attend via the Zoom link above.

(Please download the Zoom App onto a device that has a microphone and webcam. Click on the link and you will enter the 'waiting room'. When the meeting is ready to start, the Clerk will allow you into the Meeting. Please ensure you have identified yourself on the screen when logging in).

Clerk to the Council: Mrs. Fenella Woods. Dated: 21<sup>st</sup> May 2020

Signature:

