

LOCAL GOVERNMENT ACT 1972

Parish of Avon Dassett

Notice of Next Parish Council Meeting is Hereby Given that:

A Meeting of the above Parish will be held on
Wednesday 5th May 2021 at 7.00 pm

The meeting will be open to the public unless the Council otherwise directed

AGENDA OF ANNUAL MEETING OF THE PARISH COUNCIL

(Prior to the commencement of the meeting, elected members will complete Declaration of Acceptance of Office & Register of Member's Interests forms).

The meeting is subject to ADPC's Remote Meeting Regulations and is recorded.

Link to Meeting: Zoom Meeting ID: 817 2402 4563

Passcode: 077543

- 1) Election of Chairman, Vice-Chairman (completion of Acceptance of Office forms), Data Protection Overseer, Data Protection Officer, Health & Safety Officer
- 2) Apologies
- 3) Confirm minutes of last Annual Meeting held on 13th May 2019
- 4) Matters arising from the minutes of the last Annual Meeting
- 5) Finances
 - a) RFO certification of accounts: Properly representing receipts and payments 2019-2020 and 2020-2021 financial year
 - b) Approval of ADPC Statement of Accounts 2019-20 & 2020-21
 - c) Signing and dating of ADPC Account statement
 - d) Audit: Consideration and signing and dating of Annual Governance Statement 2020-21
 - e) Audit: Consideration and signing of Accounting Statements 2020/21
 - f) Internal Audit Report for the 2020/21 financial year
- 6) Annual review and formal adoption of:
 - a) The Burial Ground Regulations and Policies, including burial fees
 - b) The Councillors Code of Conduct
 - c) The Communications Policy
 - d) The Data Protection Policy
 - e) The Dignity at Work Policy
 - f) The Emergency Plan
 - g) The Equal Opportunities Policy

- h) The Financial Regulations
- i) The Fixed Assets List
- j) The Freedom of Information Policy
- k) The Grants Policy
- l) The Non-Financial Standing Orders
- m) The Planning Policy
- n) The Remote Procedures Policy
- o) The Reserves Policy
- p) The Retention of Documents Policy
- q) The Risk Assessment Policy
- r) The Scheme of Delegation
- s) Banking Standing Orders and variable amount Direct Debits: 1&1 Internet, Clerk's Salary, E-on, Information Commissioners Office, Npower, Numbers Plus, Total Gas & Power, Warwickshire Pension Fund.

7) Charities Report

8) Review of Hire Fees for Reading Room

9) Member Reports

This will be followed by ADPC's Annual Parish Meeting.

Hide-Wright 23 April 2021