

THORPE MALSOR PARISH COUNCIL

All Councillors are summoned to an Ordinary Meeting of Thorpe Malsor Parish Council to be held on

Tuesday 25th August 2020

at 7.00pm

in the Village Hall, Thorpe Malsor.

IT WILL BE A REQUIREMENT THAT ALL ATTENDEES WEAR A FACE MASK

A risk assessment of the Village Hall has been conducted and the Council meeting will follow covid-19 government guidelines. A copy of the Risk Assessment is available to view on the Council website.

Members of the public are invited to attend the meeting and may address the Council when invited to do so during the agenda item allocated. Any parishioner who does not feel comfortable attending should contact a Councillor and their question will be raised during the meeting. Contact details are available on the Council website: www.thorpemalsor.co.uk

AGENDA

1. To elect the Chair for 20/21 and receive the declaration of acceptance of office.
2. To approve the creation of an unpaid position of Clerk & appoint a Councillor as Interim Clerk and RFO.
3. Apologies for absence.
4. Declarations of interest.
5. Approval and signature of minutes of the Ordinary meeting of 21st January 2020.
6. Matters arising from the minutes not included on this agenda:
 - a) Inconsiderate parking update
 - b) Playground update
 - c) Defibrillator update
7. Open Forum (public participation session).

8. To receive and approve the Annual Governance and Accountability Return (AGAR) including:

- a) Review of the Internal Audit Report dated 19/08/20.
- b) Approval of Annual Governance Statement (Section 1).
- c) Approval of Accounting Statements (Section 2).
- d) Approval of Certificate of Exemption.

9. Finance

a) To receive and approve the Schedule of Payments, including urgent payments made prior to this meeting.

b) To consider a report from Cllr Sharp on the Council's current banking arrangements and agree action to amend the bank mandate.

c) To consider the proposal to apply for an internet banking facility, following completion of the bank mandate changes.

10. To co-opt 2 new members onto the Parish Council.

11. Date of next meeting.

12. Close.

Signed: Dated:

Cllr Helen Sharp
Acting Clerk, Thorpe Malsor Parish Council