

## THORPE MALSOR PARISH COUNCIL

All Councillors are summoned to the Annual Meeting of Thorpe Malsor Parish Council on

**Thursday, 20th May 2021 at 7.00 pm  
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. Social distancing and signage will be in place and must be observed.

### **AGENDA – ANNUAL MEETING**

1. To elect the Chair for 2021/22 and receive the Chair's Declaration of Acceptance of Office.
2. Apologies for absence.
3. Declarations of interest.
4. To receive all Councillor's Declaration of Acceptance of Office.
5. To confirm parish representatives:
  - a) Internal Controls Councillor
  - b) Footpaths Warden
  - c) Police Liaison Representative
  - d) Health & Safety Officer
  - e) Defibrillator Officer
  - f) Any other representatives that might be considered necessary
6. Approval and signature of minutes of the Extraordinary meeting of 26<sup>th</sup> April 2021.
7. Matters Arising.
8. Open Forum (public participation session).
9. Finance
  - a) To consider and approve changes to the bank mandate.
  - b) To receive the Finance Report and approve the Schedule of Payments.
  - c) To consider quotations for renewal of the Council's insurance.
10. To receive an update on the following projects:
  - a) Defibrillator
  - b) Short Lane verge improvement
  - c) Bench seat
  - d) Trial planting of wild flowers on Eagle Lane verge
11. Dates of the next and future meetings of the council.

Signed: ..... Dated: .....

Helen Sharp  
Acting Clerk, Thorpe Malsor Parish Council