

# GREAT SHELFORD PARISH COUNCIL

Chair: Councillor Malcolm Watson

12<sup>th</sup> May 2020

All members of the Council are hereby summonsed to attend a Remote Annual Meeting of the Parish Council to be held on Monday 18<sup>th</sup> May 2020 via electronic, digital or virtual locations commencing at **1800hrs** for the purposes of resolving and considering the business to be transacted as set out below.

**Due to the Covid-19 outbreak all Parish Council meetings will be conducted remotely on line between the Councillors available.**

Mike Winter  
Clerk to the Council

## AGENDA

1. To Elect the Chair of the Parish Council for the year May 2020 – April 2021
2. To Deliver Chair's Acceptance of Office
3. To Elect the Deputy Chair of the Parish Council for the year May 2020 – April 2021
4. To Deliver Deputy Chair's Acceptance of Office
5. To Receive apologies for absence.
6. To Receive declarations of interest.
7. Public Session  
**Any members of the Public who wish to view the Parish Council meeting can do so by visiting Zoom Website <https://zoom.us/join> and joining Meeting ID 891-5657-3647**
- Additionally any members of the Public who wish to represent their views can e-mail them to [clerk@gretshelfordparishcouncil.gov.uk](mailto:clerk@gretshelfordparishcouncil.gov.uk) ideally at least 24 hours prior any meeting. Their views will be taken into account by the online meeting with a response in the minutes.**
- Members of the Public can only speak during the Public session when invited to do so by the Chair and their voice will be muted during all other sections of the Parish Council meeting.**
8. To Receive and adopt Minutes of the Parish Council meeting held on 15<sup>th</sup> April 2020.
9. To Consider matters arising from meeting of 15<sup>th</sup> April 2020 (new information only).
10. To Review and Approve Financial monthly accounts for payment and Note receipts
  - a) Month of May 2020 (Financial Year 2020 – 2021)
11. To Review and Approve the AGAR (Audit and General Accounting Regulations) for financial year 2019 / 2020 in the following order
  - a) Annual Governance Statement
  - b) Annual Accounting Statements
  - c) Chair signing of AGAR documents after the remote meeting
12. To Agree appointment of Mr Hugh Holland as Internal Auditor for the financial year 2020 – 2021
13. To Agree Banking Facilities for Financial Year 2020 – 2021
  - a. Barclays current account closed and transferred to Unity Trust from 20<sup>th</sup> January 2020
  - b. Barclays other accounts hold balance of £1-79p (Close or continue)
  - c. Additional Bank account to be sourced
14. To Confirm all Banking Signatory Councillors for Financial Year 2020 – 2021
15. To Agree the Parish Council and Planning Committee Meeting dates for 2020 – 2021
16. To Receive reports of Elected and Nominative Representatives
  - a. District Councillor
  - b. County Councillor

17. To Review Committees and Appoint Chair's, members to the following Committees and Co-Ordinator Officers for the year May 2020 – April 2021

Committees

- |   |                                      |
|---|--------------------------------------|
| a. Highways Committee                       | b. Planning Committee                |
| c. Recreation Ground and Pavilion Committee | d. Cemetery and Allotments Committee |
| e. Finance and General Purposes Committee   |                                      |

18. To Receive reports from Committees

- |   |                                      |
|---|--------------------------------------|
| a. Highways Committee                       | b. Planning Committee                |
| c. Recreation Ground and Pavilion Committee | d. Cemetery and Allotments Committee |
| e. Finance and General Purposes Committee   |                                      |

19. To Receive reports from Co-ordinator Officers

- |                     |  |                                  |
|---------------------|--|----------------------------------|
| a. Playscape        | b. Neighbourhood Plan                          | c. Parochial Charities           |
| d. Police Liaison   | e. Community Association                       | f. Twinning Association          |
| g. Library          | h. Feast                                       | i. Greater Cambridge Partnership |
| j. Scouts & Guides  | k. Village News                                | l. SSYI Club Room                |
| m. Land Acquisition | n. Website Admin                               | o. Schools                       |
| p. Church           | q. Health Centre, Dentist, Optician & Pharmacy |                                  |

20. To Review Parish Council Log of ASB with Response and Actions necessary

21. To Update progress of the RISK Working Group on the Village issues, with full and final approval of the Parish Council

22. To Update status of the Ball protection netting used during the previous Cricket Season and agree Parish Council position with the necessary action plan

23. To Update progress on web based lease provider as an objective test for the new SSYI lease and Future Policy on Legal Services and Subsequent Lease or Agreement Documents

24. To Consider actions necessary for improving or removing the current Riverbank Access points

25. To Review any Proposals for the 2020/21 LHI scheme submission

26. To Consider any action necessary in connection with Coronavirus Issues and advice from CAPALC, NALC and SLCC.

27. To Review new relevant external Correspondence

28. To Consider matters for future agenda consideration

29. Parish Council Reminders

30. Close Parish Council meeting