

# FIRLE PARISH COUNCIL

Dear Councillors

Councillors are summoned to attend the Annual Meeting of **FIRLE PARISH COUNCIL** to be held on **Tuesday 18 May 2021 at 7.00pm** at Firle Village Hall.

Members of the public have a right to and are invited to attend council meetings. However, due to the Covid restrictions for the venue, the maximum capacity is six people. **With the inclusion of the councillors and officers required, there will not be any room in the venue for members of the public.**

With this restriction in mind, the Council have decided to limit the meeting to statutory administrative requirements and essential decisions only and delay any discussion items where the public's input would be invited until a future meeting date when restrictions on attendance are lifted (currently after 21 June 2021).

*A BEAMS*

Andy Beams, Locum Parish Clerk

Thursday 13 May 2021

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## AGENDA

1. **Election of Chairman:** To elect a Parish Council Chairman for the civic year and to receive the Chairman's Declaration of Office.
  2. **Election of Vice Chairman:** To elect a Parish Council Vice Chairman for the civic year.
  3. **Apologies for absence:** To receive and accept apologies for absence.
  4. **Declarations of interest:** To note any declarations of interest.
  5. **Minutes of the previous meeting:** To receive and adopt the minutes of the 31 March 2021.
  6. **Statutory arrangements:**
    - 6.1 To adopt Standing Orders and Financial Regulations.
    - 6.2 To review and adopt the Complaints Policy.
    - 6.3 To review and adopt the Freedom of Information Policy.
    - 6.4 To consider the requirement for a policy for dealing with the press and media.
    - 6.5 To review the council's and/or staff subscriptions to other bodies.
    - 6.6 To confirm arrangements for insurance cover in respect of insurable risks.
    - 6.7 To consider the council's eligibility for the General Power of Competence.
    - 6.8 To agree a schedule of meetings up to and including the next Annual Meeting of the Council
  7. **Finance:**
    - 7.1 To approve payment of the following invoice(s):

Payee	Purpose	Amount
Melanie Davis	Cleaning and repair of noticeboards	£100.00
A Beams	Locum Clerk April 2021	£312.50
BHIB (subject to item 6.7)	Insurance renewal	£673.20
    - 7.2 To approve Section 1 - Annual Governance Statement (subject to internal audit)
    - 7.3 To approve Section 2 - Accounting Statements 2020/21 (subject to internal audit)
    - 7.4 To confirm the period for the notice of public rights
  8. **To note any items for information or inclusion on future agendas**
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