

ASHFORD PARISH MEETING

Parish Clerk: Mrs Katherine Cole, Densham, Ashreigney, Chulmleigh. EX18 7NF.

Tel: 078 172 30 815. Email: APCclerk@mail.com

Chairman: Mr. P.Hughes.

To all Councillors:

YOU ARE HEREBY SUMMONED TO THE ANNUAL PARISH COUNCIL MEETING

TO BE HELD ON THURSDAY, 6TH MAY 2021 AT 7.30PM.

The meeting is to be held remotely to comply with social distancing measures in place owing to the Coronavirus pandemic.

Join Zoom Meeting:

Topic: APC Zoom Meeting

Time: May 6, 2021 07:25 PM London

Join Zoom Meeting

<https://us02web.zoom.us/j/81663610471?pwd=bjVUblU2OTlzcDk3NmhjMnM0UHK2Zz09>

Meeting ID: 816 6361 0471

Passcode: 555936

Please note this meeting will be recorded to facilitate accurate minute taking.
(Recordings will be deleted following approval of the minutes they relate to).

Agenda

1.	Election of Chairman 2021 - 2022.
2.	Chairman to read and sign Declaration of Office.
3.	Election of Vice-Chairman 2021 - 2022.
4.	<u>Appointments for the Municipal Year 2021/22 – currently:</u> Internal Auditor Mrs. J. Snooks. Internal Parish Council Auditors Councillors Mrs. Bosley and Lawson. Footpath Warden Councillor Lawson. Tree Warden Councillor Holder. Wildlife Warden Councillor Moss. Press Liaison Officer Councillor Mrs. Sampson. Taw & Torridge Estuary Forum TBC.

5.	Apologies: To receive apologies for absence.
6.	Items raised by the members of the public: No items to note at the time of compiling the Agenda.
7.	Minutes of the previous Parish Council Meeting: To confirm the minutes of the Parish Council meeting held on Thursday, 22 nd April 2021.
8.	Matters arising from minutes
9.	Financials: 9.1: To confirm balance on bank account. 9.2: Payment of invoices. 9.3: Insurance – To receive updated information on quotes received for insurance cover. 9.4: To formally approve insurance provider for the year 2021/22. 9.5: To approve payment of insurance premium for the year 2021/22. 9.6: To approve payment of the Clerk’s salary – December 2020 to 31 st March 2021. Figures provided to Councillors. 9.7: approve the Annual Accounts for the year ending 31 st March 2020. 9.8: 2020/21 Annual Return. 9.8.1: To approve the Certificate of Exemption 2020/21. (This applies for income & expenditure under £25,000). 9.8.2: To approve Section 1 – Annual Governance Statement 2020/21 9.8.3: To approve Section 2 – Accounting Statement 2020/21. 9.8.4: To approve the Statement of Internal Control 2020/21. The accounts and supporting paperwork will be taken to the Internal Auditor on 17th May. The Exemption Certificate will be sent to the external auditors, PFK Littlejohn LLP, Canary Wharf, London 9.9: North Devon Council: To confirm receipt of the first Precept instalment for year 2021/22 (£2500.00).
10.	Planning and Planning Correspondence: To consider any Planning Applications or Planning Correspondence received.
1.1	Training: 11.1: Clerk to confirm forthcoming training courses.

	11.2: To approve the learning agreement relating to the Clerk's ongoing CILCA training. (As required by DALC).
12.	Correspondence: To confirm any correspondence received.
13.	Matters raised by Clerk: 13.1: August Recess – To consider an August recess, with a meeting being arranged if time critical correspondence is received. 13.2: Clerk's Annual Leave: To request leave from 6 th - 10 th September. (This should not coincide with a meeting – emails will be monitored).
14.	Items to be carried forward:
15.	To confirm the likely date of the next meeting of Ashford Parish Council, to comply with the 'road map' out of lockdown.