

Ordinary Full Council Meeting

Full Council – 6th June 2020

AGENDA



To all members of Speen Parish Council,

You are duly summoned to attend the Ordinary Full Council Meeting of Speen Parish Council to be held on Saturday 6th June 2020 starting at 10.00am at:

<https://zoom.us/j/95594821831?pwd=THdXZk9mUEVvV0VxWIZnQ3JNOFBLdz09>

Meeting ID: 955 9482 1831

Password: 726262

This meeting will be held online in accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panels Meetings) (England and Wales) Regulations 2020 (“the Regulations”).

This meeting will be open to the press and public and will consider the items set out below.

Jean Lindsell, Clerk (2nd June 2020 dated)

Open session

Parishioners are invited to attend and question the Parish Council on issues in this agenda, or raise issues for future consideration at the discretion of the Chairman. Fifteen minutes have been set aside for press and public questions at the start of the meeting. The council will endeavour to answer any question put to it but may have to respond to the questioner at a later date or consider placing the matter on the agenda for the next meeting. After this Open Session, members of the press and public may not take part in the Parish Council meeting itself unless invited to do so by the Chair in accordance with Standing Orders.

1. **Apologies:** To receive apologies and to approve reasons for absence.
2. **Declarations of interest:** To declare any financial, personal and/or prejudicial interests and their nature in relation to items on the agenda.
3. **Co-Option of New Councillor**
Proposal: To co-opt new Councillor and for new Councillor to sign Acceptance of Office and Register of Councillors Interests in view of the meeting participants
4. **Minutes –** To approve the Minutes of the Full Council meeting held on 09-03-20 (draft)
5. **Year End Accounts 2019/20**
Proposal: To review and agree Year End Accounts for 2019/20
6. **Annual Return 2019/20**
 - 6.1 **Proposal:** To approve Annual Internal Audit Report 2019/20 (page 3)
 - 6.2 **Proposal:** To approve Section 1 – Annual Governance Statement 2019/20 (page 4)
 - 6.3 **Proposal:** To approve Section 2 – Accounting Statements 2019/20 (page 5)
 - 6.4 **Proposal:** To approve Annual Return for 2019/20 for submission to External Auditor
7. **Business Continuity Plan –** update from Clerk
8. **Correspondence: To receive & consider correspondence (all relevant correspondence is circulated electronically on receipt and where possible, dealt with by Clerk)**
9. **Matters for consideration and information arising after the preparation of this Agenda, which the Chairman agrees to take as urgent: (all Councillors)**
10. **Date of Next Meeting: TBC**
11. **Exclusion of the Press and Public**