

**All Parish Councillors are duly summoned to attend
the Meeting of Abbotts Ann Parish Council to be held
on Thursday 4th June 2020 at 19:00**

**Place: Due to Coronavirus (Covid 19) restrictions this meeting is held via a videoconference call
using the Zoom platform -**

<https://us04web.zoom.us/j/78706024310?pwd=LzFCWkiOT1EybKxKNDJ6UEd2b0xwQT09>

Meeting ID - 787 0602 4310 Password - 8zvdwS

Members of the press and public are welcome to attend this meeting using the above meeting details.
Members of the public who wish to raise questions or comment on any item on the agenda are asked to send their question/comment by email to the Clerk, to be received by Monday 1st June 2020.

Planning and Tree Work application responses, submitted by AAPC under the adopted Scheme of Delegation, can be viewed on the Parish Council website www.abbottsann-pc.gov.uk

AGENDA

1	Chairman's Opening Remarks
2	Apologies for Absence
3	Declarations of Interest
4	Cllrs to agree the minutes to be an accurate record of the meeting held on 7th May 2020.
5	Actions/Updates Cllrs to note actions and updates already circulated and published.
6	Borough and County Councillor Reports Cllrs to note Borough and County Councillor reports.
7	Annual Governance and Accountability Return a) Cllrs to approve the Annual Governance Statement for 2019/20 b) Cllrs to approve the Accounting Statements for 2019/20
8	Update on Annual Parish Council Meeting for 2020 Cllrs to receive an update on process to be adopted relating to legislation changes due to Covid 19
9	Planning Appeal - Notification of Appeal Hearing - Dingwall, Little Ann Road, Little Ann Cllrs to consider submission of comments from AAPC.
10	Cllrs to review, revise (if required) and adopt the following documents and policies of the Parish Council: <u>With no proposed amendments:</u> Standing Orders, Financial Regulations and Internal Control Procedures, Risk Management Schedule and Freedom of Information. <u>Policies to be reviewed and adopted:</u> Employment – Disciplinary & Grievance Policies (NALC models 2019) <u>To be reviewed:</u> Asset Register – (Full physical check of assets required) Review of subscriptions – HALC/NALC/CPRE/SLCC/LCR – (no proposed amendments) Legal Agreement (HCC in respect of The Green (Manor Close field – no proposed amendments)) Insurance Arrangements – A 3yr long term arrangement is in place (approved Sept 2019 – Renewal date 1 st October).
11	Finance a) Cllrs to approve the Financial Statement for 1 st to 31 st May 2020. b) Cllrs to approve the payment schedule.
12	Next Meeting Date of next meeting - Thursday 2 nd July 2020 – 7pm – to be held via a videoconference call.
13	To pass a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press for discussion regarding employment matters.