

The Annual Meeting of Stradishall Parish Council will take place on Monday 10<sup>th</sup> May 2021 via Zoom (after the Annual Parish Meeting) as no suitable venue is available for a face-to-face meeting.

Members of the public are welcome to join the meeting and can speak to councillors during the Open Forum. Members of the public may stay and observe the rest of the meeting but may not address the Council.

The Zoom login details are:

Join Zoom Meeting

<https://us02web.zoom.us/j/83155820016?pwd=RUpFYjJSbkpTdzg3Z3VORmE1dkVzUT09>

Meeting ID: 831 5582 0016

Passcode: 082771

#### AGENDA

1. To elect a Chairman.
2. Chairman to sign a Declaration of Acceptance of Office and agreement to abide by Stradishall Parish Council's Code of Conduct.
3. To elect a vice chairman.
4. To update Register of Members' Interests forms
5. To accept apologies and reason for absence.
6. To confirm Stradishall Parish Council's eligibility for General Power of Competence
7. Declaration of interest by Councillors in items on the agenda.
8. To approve the minutes of the meeting held on Monday 1<sup>st</sup> March 2021
9. To receive an update on the list of actions agreed at the last meeting
10. To discuss the following financial issues:
  - a) Approval of any payments and signing of Schedule of Payments
  - b) Approval of payments authorised between meetings
  - c) To receive a statement of receipts and payments made since the last meeting
  - d) To receive a summary of bank balances as of 30<sup>th</sup> April 2021
  - e) Councillor to complete the checklist of Internal Controls
  - f) Update on the inspection of Parish Council property
  - g) Internal audit of the Parish Council's accounts
  - h) To approve Stradishall Parish Council's Annual Governance Statement 2020/21 (see separate document) and section 1 of the Annual Governance and Accountability Return 2020/21.
  - i) To approve and sign section 2 of the Annual Governance and Accountability Return 2020/21 - the Accounting Statements 2020/21
  - j) To decide whether Stradishall PC should submit a Certificate of Exemption from an external audit
  - k) To approve the Financial Report 2020/21 which the Council needs to publish as part of the Transparency Code 2015
  - l) To receive the precept information for 2021/22
11. To discuss any planning issues
  - a) DC/21/0614/FUL - The Cold Store, The Street, Stradishall - Planning application for change of use of agricultural storage building to (class E) storage and distribution
  - b) DC/21/0802/FUL – Little Thatches – Edmunds Hill, Stradishall - refurbishment of existing kennels including replacement roof and weather boarding.
  - c) DC/21/0763/HH – Hound House, The Street, Stradishall – a) alterations of window and doors to east west and rear elevations b) demolition of rear porch
  - d) TPO/11(2020) – 21 St Margaret's Place – confirmation of TPO
12. To discuss any highways/Rights of Way issues/tree/transport issues
13. To discuss the advice from the Joint Panel on Accountability and Governance (JPAG) about the importance of a secure email system for the Parish Council and councillors.

14. To discuss any playing field issues
  - a) Latest play inspection report
15. Emergency Planning
  - a) Email from the Joint Emergency Planning Unit about Stradishall's Emergency Plan which needs updating
16. To discuss any village issues
  - a) Litter picking
  - b) Bin stickers
  - c) Future of the phone box
17. To discuss the following correspondence:
18. Any other business for noting or including on the agenda of the meeting on Monday 5<sup>th</sup> July 2021.