

ELDERSFIELD PARISH COUNCIL

ANNUAL MEETING OF THE COUNCIL

**will be held by Tele/Video Conference
at 7.30 pm on Tuesday 5th May 2020**

AGENDA

- 1. Tele/video conferencing:** To note that this meeting is being held by tele/video conferencing under The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020. [Because of limited bandwidth, the Public may attend only by phone: instructions for access are given after Item 30 below]
- 2. To elect a Chairman**
- 3. To elect a Vice Chairman**
- 4. Apologies for absence**
- 5. Members to declare interests**
- 6. To adopt the Minutes** of the meeting of 5th March 2018
- 7. Matters arising** from the Minutes (and not otherwise appearing on the agenda)
- 8. Correspondence:** To note that the Clerk wrote to WCC on 19 February with respect to Traffic Warning Lights at Eldersfield Lawn School and on 13th March with respect to flooding of Moorend Road, and that no substantive reply has been received to either letter.
- 9. Reports from District and County Councillors**
- 10. Public Comment:** an opportunity for members of the public to make their views known.
- 11. Parish Plan:** to receive a report from the Working Group with respect to the development of a Parish Plan.
- 12. Broadband:** to consider the current and proposed provision of broadband within the Parish and to decide what action, if any, to take.
- 13. Lengthsman:** (a) To receive a report from the Clerk on the services provided by the Lengthsman since the last meeting and to authorise payment of his invoices submitted; (b) to note that the Scheme has been temporarily suspended by WCC but that a resumption is possible subject to a risk analysis being conducted by this Council and submitted to CALC.

- 14. Insurance:** To consider an offer by the Council's current insurer Zurich Municipal to renew the insurance for the year commencing 1st June 2020 at a premium of £257.60 (2019: £257.60) and to decide what action, if any, to take.
- 15. CALC:** To renew the Council's membership of Worcestershire CALC for the year commencing 1st April 2020 at a price of £393.47 (2019: £382.11).
- 16. Accounts:** To approve and adopt as the Accounts of the Council the accounts circulated by the Clerk prior to the meeting.
- 17. Accounts:** To note that the Internal Audit Report for the Financial Year ended 31st March 2020 has not yet been issued.
- 18. Accounts:** To approve that the Certificate of Exemption with respect to the Annual Governance and Accountability Return 2019/20 be executed by the Chairman.
- 19. Accounts:** To approve Section 1 of the Annual Governance and Accountability Return 2019/20 as circulated by the Clerk prior to the meeting.
- 20. Accounts:** To approve Section 2 of the Annual Governance and Accountability Return 2019/20 as circulated by the Clerk prior to the meeting.
- 21. Account signatories:** to decide and approve signatories for the Council's bank account and to approve that they may exercise their power by internet banking.
- 22. Standing Orders:** To consider and if thought fit to replace the Financial Regulations adopted in 2010 (as amended) with the draft Standing Orders circulated prior to the meeting.
- 23. Financial Regulations:** To consider and if thought fit to replace the Financial Regulations adopted in 2016 with the draft Financial Regulations circulated prior to the meeting.
- 24. Code of Conduct:** To consider and if thought fit to replace the Code of Conduct adopted in 2012 with the draft Code of Conduct circulated prior to the meeting.
- 25. Complaints Procedure:** To consider and if thought fit to adopt as the Complaints Procedure of the Council the draft Code of Conduct circulated prior to the meeting.
- 26. Investment Policy:** To review and, if thought fit, confirm the Council's Investment Policy. (At its meeting on 11th May 2006, item 15, the Council adopted as its investment policy that all funds be maintained in a current account and resolved that this Policy be reviewed annually).
- 27. Risk Assessment:** To consider the Council's existing Risk Assessment (adopted on 14th July 2011) and to decide what modifications, if any, be now implemented.

28. Authorisation of Disbursements: To authorise that the following disbursements be made:

£198.55	J L Gabbott
£48.20	HMRC
£118.00	J P Moore (Lengthsman: £118 March)
£393.47	Worcestershire CALC
£257.60	Zurich Municipal

29. Future Meetings: To decide the date of the next meeting.

30. Any other business: as legally permitted by the Chairman.

**THE PUBLIC ARE WELCOME TO ATTEND
BY PHONE**

- Dial: 0203 321 5238
- when prompted for a Conference ID enter: 963 142 057#

Joseph Gabbott
Clerk to the Council

27th April 2020

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