

## **RUSHOCK PARISH COUNCIL**

Clerk to the Council: – Mrs Beverley. J. Drew  
Leywood, 4 Mill Lane, Wolverley, DY11 5TR  
01562 850435 – [clerk.rushockpc@gmail.com](mailto:clerk.rushockpc@gmail.com)

Chairman – Cllr. Terry Green

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To the members of Rushock Parish Council:-

You are duly summoned to attend the Annual Meeting of Rushock Parish Council  
via ZOOM on Thursday 6<sup>th</sup> May, 2021 at 7.50pm

Members of the public are invited to join the meeting. If you wish to join please  
contact the clerk on 01562 850435 or by e mail to [clerk.rushockpc@gmail.com](mailto:clerk.rushockpc@gmail.com) by  
Wednesday 5<sup>th</sup> May, 2021 and you will be provided with relevant details for joining.

## **AGENDA**

1. **Election of a Chairman for 2021 – 2022.**
2. **Election of a Vice-Chairman for 2021 – 2022.**
3. **Apologies.**
4. **Declarations of Interest and Dispensations.**
5. **Public Question Time.** (The meeting is adjourned for any member of the public to give their views on any agenda item or to raise issues for future consideration at the discretion of the Chairman).
6. **Minutes of the Meeting.** To approve the minutes of the meeting held on 21st May 2020.
7. **To review the Code of Conduct.**
8. **To review the adopted Financial Regulations.**
9. **To note the Standing Orders including the revised NALC model Standing Orders.**
10. **To approve the Risk Schedule Log 2021 – 2022.**
11. **To agree Risk Assessment for holding covid safe council meetings after May 7th.**
12. **To note Insurance Requirements.**
13. **To approve the actions taken and processes and templates to be used to comply with the GDPR regulations.**
14. **To review Fixed Assets Register.**
15. **To review Internal Audit Report.**

16. **Adoption of the Accounts and Approval of Annual Return. To approve the accounts for the year 1st April 2020 – 31st March 2021, firstly (a) the annual governance statement and secondly (b) the annual accounting statements.**
17. **To discuss Joint Practitioners Advisory Group (JPAG) Practitioners Guide 2021 Changes – New Section on e-mails.**
18. **To nominate Councillors to Worcestershire CALC Area Meetings.**

**Beverley J Drew  
Clerk to Rushock Parish Council  
21st April 2021**