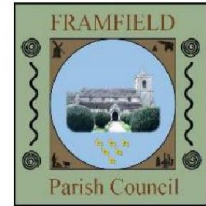


FRAMFIELD PARISH COUNCIL

www.framfieldcouncil.org.uk

Parish Clerk: ANN E NEWTON (Mrs)
'Highlands', Framfield Road
Blackboys, East Sussex TN22 5LR
Telephone: 01825 890182
Email: clerk@framfieldcouncil.org.uk



Dear Councillor

To all Members of the Framfield Parish Council you are hereby summoned to the Annual Parish Council Meeting to be held remotely, on Thursday, 6 May 2021 at 10.30 am.

On 4 April 2020, the Government brought the Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020 into force to allow local authorities to conduct meetings remotely. Members of the public still have the right to attend and will be given the link for the meeting prior to the meeting. However, questions from the public should be received 2 days in advance of the meeting by email to the Parish Clerk.

Meeting called by: Ann Newton – Clerk to the Council – 29 April 2021

Ann E Newton

AGENDA

1. To Elect a Chairman and Receive Declaration of Office

2. Apologies

3. Declarations of Interest

4. To Elect a Vice Chairman

5. To Elect Committees and Representatives.

Committees

- Finance and General Purposes (Chairman, Vice Chairman, plus a minimum of 3 other members).
- Planning (maximum of 6 members).
Committees to elect a Chairman at their first meeting.

Appointments/Representatives

- WDALC/SALC (Clerk)
- Wealden Planning Panel (TH)
- Wealden Cluster meeting (KB/Clerk)
- CSAG (KB/Clerk)
- Emergency Planning Co-ordinator/Police (KB).

- Internal Audit (Keith Robertson)
6. Approval of the last minutes – 1 April 2021.
 7. Adoption of the Parish Asset List – attached – no changes.
 8. Adoption of the Parish Council Risk Assessment – on website - no changes.
 9. Adoption of the Financial Regulations – on website - no changes.
 10. Adoption of the Standing Orders – on website - no changes.
 11. Review and agreement to the Reserves – details enclosed in finance pack.
 12. Review of the Council's Internal Audit Effectiveness – copy of the report enclosed in the Annual Return pack. For discussion.
 13. Review and adoption of the Governance Statement as detailed in the Annual Return (AR) – copy of the AR enclosed in the AR pack. Councillors to agree points 1-9 as detailed.
 14. Formal approval of the Accounts for the year ending 31 March 2021 (this will be subject to any minor amendments prior to submission) – copy of the AR enclosed in the AR pack.
 15. To resolve payment of two standing direct debits each year, namely British Telecom plc (quarterly telephone/internet) and the Public Works Loan Board (bi-annual – play area loan re-payment). All payments to be detailed on the finance sheet.
 16. To resolve payment of all staff salaries by BACS each month and any other payments which require BACS payment in advance of a Parish Council meeting (the latter to be with the authorisation of the Chair/RFO). All payments to be detailed on the finance sheet.
 17. Date of the next full Parish Council meeting – 27 July 2021.