

## HADLOW PARISH COUNCIL

*Councillors L Bright (chairperson), E Bright, M Barrett, N Collins, M Harvey, J Massy, are hereby summoned to attend the virtual F&GP Meeting as detailed below:*

*The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 ("the 2020 Regulations") come in to force on 4 April. Broadly speaking, the 2020 Regulations enable local councils to hold remote meetings (including by video and telephone conferencing) for a specified period until May next year. They also remove the requirement to hold an annual meeting. The 2020 Regulations apply to local council meetings, committee and sub-committee meetings in England*

**Public Notice: I hereby give notice of a virtual meeting of  
Finance & General Purposes  
will take place on**

**On Tuesday 4 May 2021 at 7.30pm**

**to which the public are welcome to join**

***To register attendance for the meeting please contact the Clerk  
via email or phone***

***[clerk@hadlowpc.co.uk](mailto:clerk@hadlowpc.co.uk) or 01732 851878***

***(Members are reminded to make any declarations of interests prior to the appropriate agenda item)***

### **AGENDA:**

- 1. Apologies for absence**
- 2. To receive declarations of interests**
- 3. To consider & recommend to Council the following policies and risk assessments:**  
*(note all other policies were approved by full Council at HPC April)*
  - Council Risk Assessments (to include H&S & LCRS)
  - Media Policy *(to change C Mitchell to Council representative Website Administrator)*
  - Volunteer Scheme Policy
- 4. To recommend to Council approval of Asset Register from 1 April 2021**
- 5. To note insurance for Council, Village Warden Truck & Minibuses & Leases**
- 6. To recommend to Council approval of payments to date via cheque/faster payment**
- 7. To recommend to Council approval of April Accounts** (including bank reconciliation, income & expenditure, cost centre report, trial balance)
- 8. To recommend to Council approval of Direct Debits/Regular Faster Payment for 2021-22**
- 9. To recommend to Council approval of the updated Contracts List**
- 10. To note Section 137 expenditure allowance for 2021-22 of £8.41in accordance with The Local Government Act 1972 ("the 1972 Act")**
- 11. To note the Statement of Internal Control – approved by Council at HPC April**
- 12. To receive and note the Internal Auditors year-end report and completion of Annual Internal Audit Report 2020-21**
- 13. To recommend approval of Annual Governance Statement 2020/21 (Section 1)**
- 14. To note that the Responsible Finance Officer (Clerk) has signed on 13/04/2021 (Section 2) of the Accounting Statements certifying the accounts for 2020/21 present fairly the financial position of the Parish Council.**

**15. To recommend approval of The Accounts & Accounting Statements (Section2)**

**16. To consider Reserves Policy for financial year 2021/22.**

**Date of next meeting Tuesday 5<sup>th</sup> October 2021**

M Stepkowski – Parish Clerk: 28/04/2021

NB *(Please see the Clerk for the protocol on recording & filming meetings before commencement)*

*Cc Cllrs Carey, Morley, Newman, Richardson*