

NORTON LINDSEY PARISH COUNCIL

Clerk to the Council: Mrs Jennifer Bendall, 7 Brick Kiln Close, Norton Lindsey, Warwick, CV35 8DL
(tel: 01926 843534, email: nortonlindseypc@outlook.com)

To All Members of the Council

28 April 2021

You are hereby summoned to attend the Annual Meeting of Norton Lindsey Parish Council to be held at 7.45pm on Tuesday 4 May 2021 on Zoom.

Join via the Internet by going to <https://us04web.zoom.us/j/78175489279?pwd=STcyY2NkUm5vOEZqUFJlPcUscVFVdz09>, or join by telephone by dialling 0330 088 5830 (note that charges will apply), and entering Meeting ID: 781 7548 9279 and Passcode: QX1F1b. *Please note that due to increased demand, dial-in by phone audio conferencing capabilities may be temporarily removed. If you are unable to join the meeting by dial-in please telephone the Clerk.*

The following business will be transacted.

Press and Public are invited to attend.

Signed: *J Bendall*

Mrs Jennifer Bendall
Clerk and Responsible Financial Officer

There will be a period of up to 15 minutes at the beginning of the meeting where public questions and comments are invited.

Agenda

21/05/04-AM/01 To elect the Chairman of the Council

21/05/04-AM/02 Record of members present

21/05/04-AM/03 To receive apologies for absence

To receive, and consider for approval, apologies for absence and reasons given.

21/05/04-AM/04 To receive declarations of interests (existence and nature) on Items on the Agenda

Councillors are reminded that under the Code of Practice they are asked to declare personal interests in any item on the agenda, and the nature of the interest, at this point or at any point during the meeting. Should that interest be considered prejudicial to the matter under discussion, they should leave the room and not seek improperly to influence any decision on that matter.

21/05/04-AM/05 To receive the Chairman's Declaration of Acceptance of Office, or to decide when the Chairman's Declaration of Office, which has not been received as provided by law, shall be received

21/05/04-AM/06 To elect the Vice Chairman of the Council

(Note: there is no obligation to appoint a Vice-Chairman and the Vice-Chairman is not required to sign a Declaration of Acceptance of Office)

- 21/05/04-AM/07 To agree dates for Council Meetings for the forthcoming Year**
Suggested dates for the next year are as follows (all dates are Tuesday's unless otherwise stated):
(Wednesday) 7 July 2021; 14 September 2021; 12 October 2021; 9 November 2021; 14 December 2021; 11 January 2022; 8 February 2022; 8 March 2022; 5 April 2022 – Parish Assembly *avoiding Easter holidays*; 10 May 2022 – Annual/Ordinary Meetings
- 21/05/04-AM/08 To review Council Committees / Working Parties, including Delegation of Functions to Committees, and appoint Members as applicable**
(Note: there is no obligation to appoint any Committees; Norton Lindsey Parish Council currently has no Sub-Committees or Working Parties. However, NLPC appoints on an annual basis a Councillor to conduct regular reviews of its accounts.)
- 21/05/04-AM/09 To appoint Representatives to Sit on Outside Bodies**
(Note: currently the only Outside Body with a Parish Council representative is the Claverdon & District Nursing Association.)
- 21/05/04-AM/10 To appoint an Internal Auditor for the financial year 2021/22**
- 21/05/04-AM/11 To review Cheque Signatories and arrange to sign appropriate Bank Mandate if there are any changes**
- 21/05/04-AM/12 To receive the Parish Council's Statement of Finances at 31 March 2021**
- 21/05/04-AM/13 To review the Parish Council's Asset Register**
- 21/05/04-AM/14 To agree the Parish Council Action Plan for 2021/22**
- 21/05/04-AM/15 To review the Parish Council's Standing Orders and Financial Regulations**
- 21/05/04-AM/16 To review the Council's insurance provision**
- 21/05/04-AM/17 To review subscriptions**
(Note: NLPC is currently a member of WALC and pays for the Clerk's membership of the Society of Local Council Clerks)
- 21/05/04-AM/18 To consider training requirements for Councillors**
- 21/05/04-AM/19 Close**