

## **NOTICE**

**Councillors are summoned to attend the  
Annual Meeting of Little Birch Parish Council to be held at 7.00pm on Wednesday 5<sup>th</sup> May  
2021 on line**

**To be followed by the May Parish Council Meeting  
Members of the public are warmly invited to attend.**

### **Annual Meeting**

To commence with a period of up to 10 minutes to enable the public to address the Parish Council. Then:-

1. Election of Officers (Chairman and Vice-Chairman)
2. Co-option of Parish Councillors
3. Minutes of the previous Annual Meeting held on May 2020 (agreed at the July '20 PC meeting)
4. Chairman's Annual Report
5. Clerk's Annual Financial Report
6. Review of other appointments ie Footpath Officer, Internal Auditor
7. Review of Insurance policies
8. Review subscriptions
9. To remind Councillors to update their Notice of Registrable Interests
10. Adoption of accounts for audit – identify financial risks to the PC

### **Parish Council Meeting – To follow at approximately 7.30pm**

#### **Agenda**

1. To accept apologies for absence.
2. To receive Declarations of Interest
3. To accept reports from:-
  - 3.1 Ward councillors report (Toni Fagan)
  - 3.2. Balfour Beatty – Locality steward report (James Howell)
  - 3.3 Police update
  - 3.4 Report from footpaths officer
4. Acceptance of Minutes of the last meeting (7<sup>th</sup> April 2021)
5. Action Points from last meeting – all included on the agenda.
6. Planning applications –
7. Lengthsman – update, identification of work
8. Finance – including:
  - I Balance (at 4.5.21 HSBC Current Account £)
  - li Payments to be agreed : tbc
  - lii Receipts – First precept payment from H'fd Council
  - lv Requests for financial aid - None
9. Reports from any meetings or training attended.
10. Dog mess in the parish
11. Matters arising between meetings
12. To Receive Agenda Items for the next PC meeting (no discussion)
13. To Note date of next scheduled Parish Council meeting Wednesday June 2<sup>nd</sup> 2021.

#### **Dates of Future Meetings for 2018**

	Wednesday July 7 <sup>th</sup>	7.30pm
	Wednesday September 1 <sup>st</sup>	7.30pm
	Wednesday October 6 <sup>th</sup>	7.30pm
	Wednesday November 3 <sup>rd</sup>	7.30pm