

# REPPS with BASTWICK PARISH COUNCIL

26th April 2022

To All Councillors: Your attendance is required at the Parish Council Meeting to be held on Tuesday 3rd May 2022 in the Village Hall, commencing at 8 pm.

Signed,

Claudia Dickson

Clerk to the Council

AGENDA

1. Election of Chair and Vice-Chair
2. Declarations of Acceptance of Office
3. Election of the Responsible Financial Officer
4. Review of the Registers of Interest
5. Apologies for absence
6. Declarations of interest in items on the agenda and requests for dispensations
7. Approval of Minutes of the meeting held on 12th April 2022
8. Matters arising (for information only)
9. To consider a Business Continuity Plan
10. Annual Resolutions
11. Annual Risk Assessment
12. Policy Review – Standing Orders, Financial Regulations, Review of Internal Control
13. Schedule of Assets
14. To appoint a member of the Council to undertake periodic review of the administration and accounting procedures
15. Borough and County Councillor reports, and Police report
16. Correspondence received, including:
17. Thank you from NARS for the donation
18. Design Guide for the Broads Authority Area survey
19. Thank you for the donation from Norfolk Citizen’s Advice
20. Parish Clerk’s report - an update on highways and other issues
21. Allotments - to report any updates and issues
22. To discuss updates on the Jubilee celebration
23. Financial and administration matters, including:
24. To consider the purchase of a marquee for the Jubilee events
25. Income and Expenditure reports for April
26. Payments for approval
27. To receive the Internal Auditor Report
28. Approval of the Certificate of Exemption – AGAR 2021/22
29. Approval of the Governance Statement of the Annual Return
30. Approval of the Accounting Statements of the Annual Return
31. Planning matters - to consider applications received
32. Matters for reporting or future agenda
33. Public Participation
34. Date and time of the next meeting - the next meeting is scheduled to be held on Tuesday 7th June 2022. This will be confirmed nearer the date along with the location.

Closed Session: *This session is held with the public and press being excluded from the meeting in accordance with Section 1 of the Public Bodies (Admission to Meetings) Act 1960 for the following items of business on the grounds that they may involve the likely disclosure of confidential and exempt information*

1. To discuss the applications received and interviews held for the position of Clerk to the Council