

## **Aldford and Saighton Parish Council**

**TO: ALL MEMBERS OF THE COUNCIL**

Dear Member

You are HEREBY SUMMONED to attend the Annual General Meeting of the Council to be held Virtually via Zoom, on WEDNESDAY 5<sup>TH</sup> MAY 2021 AT 7.15PM for the purpose of transacting the business set out on the agenda below.

Yours sincerely

**Claire Taylor**

**Clerk to Aldford and Saighton Parish Council**

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Members of the public and the press are welcome to attend. Members of the public wishing to attend the meeting **MUST** contact the Clerk in advance of the meeting to be given access details by emailing [aldfordparishclerk@outlook.com](mailto:aldfordparishclerk@outlook.com) or calling 01829 270887.

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### **1. RESIGNATION.**

To receive Cllr P Cummins resignation from the Parish Council as both Chair and Councillor. To confirm vacancy process.

### **2. ELECTION OF CHAIRMAN.**

To elect the Chairman of the Parish Council for the forthcoming year.

### **3. ACCEPTANCE OF OFFICE.**

The elected Chairman will sign the Acceptance of Office.

### **4. ELECTION OF VICE CHAIRMAN.**

To elect the Vice Chairman of the Parish Council for the forthcoming year.

### **5. APOLOGIES FOR ABSENCE.**

To receive and approve apologies for absence as reported to the Clerk.

### **6. DECLARATIONS OF INTEREST.**

Members are invited to declare any personal, prejudicial or pecuniary interests they may have in any item on this agenda, subject to the rules regarding disclosure contained in the current Members' Code of Conduct and as defined by regulations.

**7. PUBLIC PARTICIPATION** (Limited to 10 minutes).

Members of the public will be invited to comment on any items on the agenda before business commences.

**8. POLICE UPDATE.**

To receive a report on community safety.

**9. BOROUGH COUNCILLORS REPORT.**

To receive a report from the Borough Councillor. **To follow.**

**10. MINUTES OF THE LAST MEETING.**

To approve the minutes of the meeting of 17<sup>th</sup> March 2021. **To follow.**

**11. MATTERS ARISING.**

**12. APPROVAL OF STATUTORY DOCUMENTS.**

To readopt and approve unchanged the Parish Councils Standing Orders, Financial Regulations/appointment of signatories and Risk Assessment. To readopt unchanged the current Code of Conduct adopted by CWAC.

**13. ACCOUNTS.**

To approve the payment of salaries and expenses, the payment of invoices for goods received and services rendered, to note any receipts and to receive details of current balances.

**14. ANNUAL AUDIT/ ANNUAL GOVERNANCE and ACCOUNTABILITY RETURN (AGAR)**

i) To note Internal Audit concluded by Hacker Young. **To follow.**

ii) To approve AGAR Annual Statement of Accounts Part 1. **To follow.**

iii) To approve AGAR Annual Statement of Accounts Part 2. **To follow.**

iv) To declare Smaller Authorities Exemption from External Audit. **To follow.**

v) Appointment of Internal Auditor for 2021/2022.

#### **15. ANNUAL INSURANCE.**

Renewal due 1 June 2021. To approve the insurance schedule (unchanged).

#### **16. PLANNING.**

Circulated to all Councillors.

#### **17. CORRESPONDENCE.**

To receive correspondence, publications and invitations and agree actions and attendees.

- i) CWAC Community Resilience Plans.
- ii) MHCLG: Electronic Communications Infrastructure Consultation.
- iii) DCMS: Rural Broadband Consultation.
- iv) Chalc: High Court ruling regarding cessation of virtual meetings with effect from 7 May 2021.

#### **18. STANDING CONSIDERATION OF HIGHWAY MATTERS.**

#### **19. ANY OTHER BUSINESS.**

#### **20. DATE AND TIME OF THE NEXT MEETING.**

To confirm that the date and time of the next meeting will be on Thursday 2nd September 2021 at 7.15pm at Saighton Village Hall. To be confirmed pending Covid restrictions.