

## **NETHER WALLOP PARISH COUNCIL**

To: Nether Wallop Parish Councillors; Souter, Carpenter, James, Cotterell, Whitaker and Sangster  
Cc: HCC Councillor A Gibson, TVBC Cllr I Jeffrey.

You are summonsed to attend the online ANNUAL MEETING of NETHER WALLOP PARISH COUNCIL on  
**Monday 11 May 2020 at 7.30pm.**

The meeting will be conducted via (**www.Zoom.us**)

Meeting ID: **659 326 8183** - Password: **2304**

**This meeting is open to the public.**

### **AGENDA**

- 1) Election Of Chairman
- 2) Acceptance of the Declaration of Office
- 3) Election of Vice-Chair
- 4) Apologies for absence
- 5) Declarations of Interests, changes in Register of Interests, Requests for dispensations.
- 6) To receive a reports from HCC Cllr A Gibson and TVBC Cllr I Jeffrey.
- 7) To approve the Minutes of the previous meetings: 09<sup>th</sup> March and 1<sup>st</sup> May 2020 Clerk
- 8) To approve payments made until year end 31<sup>st</sup> March 2020. Clerk
- 9) To approve the accounts for last financial year 2019/2020. Clerk
  - a) Bank Reconciliation
  - b) Trial Balance
  - c) Payments and Receipts
  - d) Budgets reports Full council
  - e) Budget report Village Hall
  - f) Total Income and Expenditure
  - g) To note the Earmarked Reserves as at Financial Year End.
  - h) Complete Year Accounts
- 10) To approve payments made during April 2020 and those to be made in May 2020 and sign the bank reconciliation.
- 11) To receive the Internal Auditor's Report after inspection and to agree if any actions are required.
- 12) To approve and complete the Annual Governance and Accountability Return Clerk
  - a) To receive the Annual Internal Audit Report
  - b) To complete and approve the Annual Governance Statement
  - c) To approve and sign the Accounting Statements
  - d) To note the dates for the exercise of Public Rights.
- 13) To receive and note the minutes from the WPH committee.
- 14) To consider recommendations made by any NWPC committee - NDP
- 15) Review of delegation arrangements to committees, sub-committees, contractors, staff and other local authorities.
- 16) Review of the terms of reference for committees.
- 17) Appointment of any new committees in accordance with Standing Order 4.
- 18) To review and if appropriate adopt the Standing Orders
- 19) To review and if appropriate adopt the Financial regs
- 20) Review of representation on, or work with external bodies and arrangements for reporting back.
- 21) Review of inventory of land and assets including buildings and office equipment.
- 22) Confirmation of arrangements for insurance cover in respect of all insured risks.
- 23) Review of the council's and/or staff subscriptions to other bodies.
  - a) HALC (Hampshire Association of Local Councils)
  - b) ICO (Information Commissioner's Office)
  - c) CPRE (Campaign to Protect Rural England)
  - d) Zoom (Online Meeting Software Monthly Licence)

- 24) Determining the time and place of ordinary meetings of the full council up to and including the next annual meeting of full council.
- 25) To note the reasons why the Annual Parish meeting is cancelled for 2020.
- 26) To receive Reports
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| a) Highways                             | JC |
| b) Playing Fields                       | BS |
| c) Village Green                        | IC |
| d) Village Hall                         | ES |
| e) Footpaths                            | IJ |
| f) NDP (Neighbourhood Development Plan) | KA |
| g) Wallops Parish Hall                  | ES |
- 27) Matters raised by councillors
- 28) Appointment of members to existing committees and councillors' responsibilities
- 29) To receive a list of Council Policies, agree additions and schedule the timetable for reviews.
- 30) To receive a list of Risk Assessments and decide on actions.
- 31) To note the Clerk's Report
- 32) Points from the floor
- 33) Date of next monthly meeting: Monday 8<sup>th</sup> June 2020 at 7.30pm via Zoom.us  
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Mrs G Foster  (Clerk to Nether Wallop Parish Council) - 06 May 2020