

BRADFORD & COOKBURY PARISH COUNCIL

www.bradfordandcookburyparishcouncil.uk

Parish Clerk: - Mr. Lindsay Dearing
2 Tylers Meadow
Great Torrington, Devon.
EX38 7BR

16th May 2020

E-mail: bandeparishclerk@yahoo.co.uk

To All Members of the Parish Council

You are hereby summoned to participate in a **Remote meeting*** of
Bradford & Cookbury Parish Council to be held by **video/telephone conference**
on SATURDAY 23rd May 2020 at 9.45am

I trust that it will be convenient for you to join in but, if you are unable to do so,
please inform me beforehand.

Yours faithfully,

Lindsay Dearing

Clerk, Bradford & Cookbury Parish Council

*The Parish Council welcomes public participation in local affairs and you are welcome
to remotely attend on this date and time by telephoning:*

0330 088 1923 then enter code **853 792 650 #** (your provider may charge for this call).

*Remote meetings are now authorised under The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority
and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

Before each meeting a period will be set aside for members of the public to participate in discussion and representation
with the Parish Council. However, please note they will not be allowed to participate in the meeting, once started, except
at the discretion of the chair.

AGENDA

- 1) Receive apologies of absence.
 - 2) Declarations of Interest and dispensations.
 - a) To receive declarations of interest from councillors on items on the agenda.
 - b) To receive written requests for dispensations for disclosable pecuniary interests (if any).
 - c) To grant any dispensations as appropriate.
 - 3) To resolve that the draft minutes of the meeting of the Council held on the 11th March 2020 (circulated to members) be signed as a correct record.
 - 4) Items for discussion:
 - a) Amendment to standing orders to cover remote meetings.
 - 5) Audit 2019/20: Annual Governance and Accountability Return (AGAR)
 - a) Resolution on declaration as an exempt authority as defined in the Local Audit (Smaller Authorities) Regulations 2015 and signing a Certificate of Exemption by the chair.
 - b) Internal Audit report.
 - c) Annual Governance Statement 2019/20, to be agreed, and signed by the chair.
 - d) Bank Reconciliation to 31/3/2020 to be agreed, and signed by the chair.
 - e) Approval of Accounting Statements 2019/20 and signing by the chair
 - f) Notice of public rights commencement dates.
 - 6) FINANCE
 - a) 2019/20 End of year Accounts (previously circulated) to be approved.
 - b) Confirmation of Insurance renewal 2020/21.
 - c) Confirmation of DALC affiliation renewal 2020/21.
 - d) Confirmation of Bradford 'Pop up fridge' purchase and payment for dairy supplies.
 - 7) CORRESPONDENCE
 - a) Any correspondence received since agenda produced.
- Date of next meeting: _____ Close of meeting: _____