



Colehill Parish Council

Mrs Zoe Caddy, Clerk to the Council

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26th May 2020

Dear Member

You are summoned to attend a Meeting of **Colehill Parish Council** which will be held on **Tuesday 2nd June 2020 at 7.15pm.** This meeting will be held via Zoom due the Covid-19 pandemic – for access details please contact the Clerk.

Yours faithfully

Clerk

PUBLIC DISCUSSION PERIOD

Members of the public will have an opportunity to raise questions before the meeting starts.

AGENDA

1. **Standing Orders**
To amend the Standing Orders to enable virtual meetings to take place while there are Government guidelines not to meet in person. The additional wording suggested is 'To allow virtual meetings to take place whilst the Government ban on groups meeting in public is in force and the Council have resolved to activate the High Consequence Infectious Disease Policy and whereby the business to be discussed does not fall under the powers delegated by that document'.
2. **Virtual Meetings Policy**
To resolve to adopt the Virtual meetings policy for this and future meetings whilst the Covid-19 pandemic prohibits face-to-face meetings. 'The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020' currently enacted for meeting on and up to 7 May 2021 permit virtual meetings of this kind. (policy attached)
3. **Apologies for Absence**
To receive apologies for absence.
4. **Declarations of Interest**
To receive declarations of disclosable pecuniary interests from Members in respect of the following items.
5. **Chairman's Remarks**
6. **Casual Vacancy**
To note that Susan Cowsill gave her resignation to the Council in March and so a casual vacancy has arisen. Following advice from the elections officer, as the Council is quorate

there is no urgency to fill this space. Given the ban on face-to-face meetings and elections, this will be filled later in the year once, most likely when face-to-face meetings are permitted.

7. Annual Return – Year End March 2020

Section 1 – Annual Governance Statement

To approve the Annual Governance Statement of the Annual Return for the year ended 31 March 2020 (copy attached).

8. Annual Return – Year End March 2020

Section 2 – Accounting Statements

To approve the Accounting Statements of the Annual Return for the year ended 31 March 2020 (copy attached).

9. Audit of Parish Council Accounts

To note that the internal auditor has reviewed the controls and procedures in place for the completion of the final accounts up to 31 March 2020 (report letter attached).

10. Terms of Reference

To adopt the Terms of Reference for both the Colehill Resilience working party and the Oliver's Park Refurbishment working party.(attached)

11. Oliver's Park

Following on from the latest professional inspection report which identifies some works needed 'ASAP', to note the outline discussions from the Oliver's Park refurbishment working party at their meeting on 21st May and review the recommendations, and resolve to proceed with the necessary repair works subject to quotes. (notes/proposal attached)

12. Minutes

To confirm the Minutes of the Council Meeting held on 19th March 2020 (copy attached)

13. Any questions arising from Minutes of 19th March 2020.

14. VE Events

To note the financial implications of postponing the VE weekend of events and to discuss the recommendations from the working party that these events that are currently on hold, take place at a later date, possibly under a different 're-branded' name. With some of the unused budget, resolve to buy a lasting reminder of the anniversary in the form of a bench from David Ogilvie, and replace the current bench (to be put in a different location at a later date) at the War Memorial. (details of the proposed new bench to follow).

15. Accounts for Payment

To approve the accounts list.

16. Items for Information and Matters for Forthcoming Agenda