

South Mimms Parish Council

Notice is hereby given of the **Annual Parish Meeting** to be held on Wednesday 26th May 2021 at the Village Hall, Blanche Lane, South Mimms at 7.30pm

Members of the press and public are invited to attend this meeting, which will form part of the business within the Annual Meeting of the Parish Council, as notified below.

Natalie Gettings - Parish Clerk

23rd May 2021

To: All Members of South Mimms Parish Council

Notice is hereby given that an **Annual Meeting of South Mimms Parish Council** will be held on Thursday 26 May 2021 at the Village Hall, Blanche Lane, South Mimms at 7.45 p.m. for the purpose of transacting the business set out in the Agenda below and you are hereby summoned to attend.

Natalie Gettings –Parish Clerk

23rd May 2019

Members of the press and public are invited to attend this meeting..

AGENDA

Part 1 – 7.30 pm

The order of business required at the Annual Meeting of the Parish Council taking place in a year of an ordinary election. The Clerk will open the meeting with confirmation of the results of the election and also thanks to the acting parish Councillors.

1. To elect a Chairman of the Council for the ensuing Council year.
2. To receive the Chairman's declaration of acceptance of office or, if not then received, to decide when it shall be received.
3. To fill any vacancies left unfilled at the election by reason of insufficient nominations (co-option). **NONE**
4. To decide when any declarations of acceptance of office which have not been received as provided by law shall be received – **proposed 17th June 2021.**
5. To elect a Vice-Chairman of the Council for the ensuing Council year
6. To receive the Vice Chairman's Declaration of Acceptance
7. To appoint any representatives to outside bodies – **Village Hall Committee**
8. To consider the payment of any subscriptions falling to be paid annually
 - Membership subscription - Hertfordshire Association of Parish and Town Councils
 - Public Liability etc. insurance premium -
 - Registration fee - Office of the Information Commissioner
 - Website hosting
9. To inspect any deeds and trust investments in the custody of the Council as required (**none**)

Part 2 – 7.40 pm (est).

10. Annual Parish Meeting
 - i. Apologies for absence
 - ii. Minutes of the last Annual Parish Meeting – none due to COVID lock-down in 2020.
 - iii. Chair's report for the year ending 31 March 2021 – **Appendix 1**
 - iii. Any Other Business – None.

Part 3 – 7.50 pm (est.)

The order of business now follows that for an ordinary meeting of the Parish Council

11. To receive apologies for absence,
12. To receive Declarations of Councillors' interests
13. To approve and sign the minutes of the Parish Meetings held remotely during lock-down.
14. To approve a Certificate of Exemption from a limited assurance review under section 9 of the Local Audit (Smaller Authorities) Regulations 2015 as 2020/21 as spending under threshold.
15. To confirm appointment of an Internal Auditor and receive a report for the year ending 31st March 2021.
16. To approve the Annual Accounting Statements for the year ending 31st March 2021 as appendix 2
17. To Receive the Annual Governance Statement from the External Auditor for the year ending 31st March 2020 as appendix 3
18. Any other business, at the discretion of the Chair.
19. *Public Session – To receive questions from members of the public.*
20. To note the date for the next ordinary Meeting of South Mimms Parish Council which will be in three weeks on THURSDAY 17th June at the Village hall at 7.30pm
21. Close