



Quidhampton Parish Council

Parish Clerk Anisa Doubell

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Email: parishclerk@quidhampton.org.uk

Dear Councillor,
You are hereby summoned to attend the
Quidhampton Parish Council Meeting
On **29th June 2021 at 6:30pm**
in the marquee at the White Horse car park, Quidhampton

The public and press are welcome to attend.

Important message about COVID-19:-

- You **MUST NOT** attend if you or anyone in your household has had COVID-19 symptoms in the last 7 days
- 2m social distancing must be observed at all times.
- You **MUST** supply and wear your own face mask
- If you attend and develop symptoms within 7 days, you **MUST** use the Test and Trace system to alert others with whom you have been in contact.

In the interest of public safety, we thank you for your consideration and co-operation.

AGENDA

12/21 Apologies for absence

13/21 Declarations of interest

14/21 Minutes: to consider approval of the Annual meeting of the council held on **Tuesday 18th May 2021**

15/21 Formally note the appointment of the new Parish Clerk/RFO

- i) Contract, pay point, and probationary period

16/21 2020/21 Internal Audit

- i) Annual Governance and Accountability Return

- Results of the Annual Internal Audit Report
- Approval and signature of Certificate of Exemption
- Approval and signature of Section 1- the Annual Governance Statement
- Approval and signature of Section 2- Accounting Statements
- Publication of the Notice of Public Rights

- ii) Consideration and approval to Action Plan following internal audit findings.

17/21 Finance: payments for approval

- i) Bawden £65.80, invoice no: 24,148, 31/05/2021
ii) Ockenden (tree cutting services) £294.00, invoice no: INV-0001421, 14/06/2021
iii) Parish Clerk Salary £230.75

Invoice for delivery of services by locum Clerk/RFO £1175.00, 17/06/2021

18/21 Parish Council community engagement meeting(s)

- i) Consideration to a date, venue, and time for the Parish Council's community engagement meeting (in effect the rescheduled Annual Parish Meeting which must be held each year between March 1st and June 1st which was cancelled due to COVID)
- ii) Consider whether to include *Traffic Calming Scheme* within this meeting, or schedule as a separate meeting

19/21 Next Parish Council Meeting

If agreed, the date of the next **Quidhampton Parish Council** will be held on **Tuesday 27 July 2021** at **7:30pm** in the **Quidhampton Village Hall**.