

MOTTRAM ST. ANDREW PARISH COUNCIL

ANNUAL MEETING

MONDAY 18th MAY 2020 6-30PM

**THIS MEETING WILL BE HELD ON LINE CONSISTENT WITH THE EMERGENCY
CORONAVIRUS LEGISLATION AND STATUTORY INSTRUMENTS.**

**THE FACILITIES OF ZOOM WILL BE UTILISED AND COUNCILLORS WILL BE
REQUIRED TO LOG IN USING THE LINK PROVIDED TO THEM DIRECT
COUNCILLORS ARE SUMMONED TO JOIN THE MEETING AT THE ABOVE TIME TO CONDUCT
THE BUSINESS SET OUT BELOW.**

**MEMBERS OF THE PUBLIC WISHING TO JOIN IN MUST FOLLOW THE
INSTRUCTIONS PROVIDED ON THE MEETING NOTICE**

AGENDA

1. To elect the Chairman and to receive the Chairman's Declaration of Acceptance of office
1 nomination received Cllr Robert Hughes.
2. To elect a Vice Chairman
3. Apologies for absence.
4. To receive any declarations of interest from Councillors
Members are invited to declare personal and prejudicial interests in items on the agenda, which should include the nature of the interest and whether it is personal or prejudicial. To include applications for dispensation.
5. To approve the Minutes of the Meeting held on 16th March 2020 and the minutes of the Coronavirus Crisis Emergency Committee.
6. Matters arising
7. Coronavirus Crisis Emergency Committee To debate and resolve the return of full authority to the Council or continuance of the Emergency provisions after this meeting concludes.
8. General Power of Competence To consider the Parish Council eligibility to adopt the General Power and to Resolve to adopt it.
9. To approve and adopt the Standing Orders. To review and adopt the procedures governing Council practice
10. To approve and adopt the financial regulations. To review and adopt the Council financial procedures
11. Audit YE 2020. To receive a report from the Clerk including Annual Internal Audit report, to approve the 2019/20 Annual Governance Statement and the Accounting Statements. Review and approve Analysis of Variances, Bank Reconciliation and Transparency Code Notice. To ensure the Notice period for the exercise of Public Rights is complied with and all necessary documents are correctly published on the Web Site. To consider Certification of the Parish Council as exempt from Limited Assurance review (External Audit), to resolve to approve a Certificate of Exemption and to ensure filing and advertisement on the Web Site. To receive a report on submission of the VAT reclaim.
12. Appoint Internal Auditor YE 2021 M. Shaw esq. has indicated a willingness to continue
13. To review the Planning Committee Structure. To review and retain if appropriate Councils practice to reserve Planning matters to full Council.
14. To approve and adopt the Complaints procedure and to appoint members including the Chairman to serve on the Complaints Committee.
15. To review and adopt the Councils Code of Conduct To review and retain the Code of Conduct
16. To review and renew the Council's insurance policy To receive a report from the Clerk to include risk assessment and to authorise renewal.
17. To review and approve Council Freedom of information policy.
18. To review and adopt the General Data Protection Policy To receive a report from the Clerk.

19. To fix the dates, times and locations of ordinary meetings of the Council for the next year and to decide on the cancellation of this year's Annual Parish Meeting and the date for next year's if it is to continue.
20. **Public Participation** Item for questions and comment on agenda issues (5 minutes allocated)
21. **Finance** To receive a report from the clerk setting out the current position, Considering proposed budget 2020/21.
22. **Planning** To receive an update from the Clerk and to consider current applications
23. **Mercury Magazine** To update Council on the current status of the magazine.
24. **Emergency Plan** Review and update.
25. **Police Report** To receive a report.
26. **Highways** To update developments including Mill Lane/ Woodford Lane cross Roads, To receive a report and to consider the steps to be taken to improve the Junction at Priest Lane and Wilmslow Rd adjacent to the Bulls Head.
27. **Rights of Way Officers report** to receive a report from Cllr Morgan.
28. **Council Representation** To agree Councillor Coverage of meetings throughout the current year.
29. **Web Site/ APP** To receive a report from Cllr Levis on implementation.
30. **United Charities Fund** To receive a report from Cllr Morgan and to elect Trustees.
31. **Village Hall** To receive a report from Cllr Hatton on current projects.
32. **Allotment** To receive a report on lettings and proposed improvements
33. **Village Maintenance and work** To agree work to be carried out including Litter Picking, Painting road signs, Strimming Diamond wood. refurbish bench at Crescent.
34. **Other Business**