

# AGENDA

## ANNUAL MEETING OF ANSLOW PARISH COUNCIL

Wednesday 6th May 2020 at 6.30pm

to be held remotely due to Government guidance  
in relation to Coronavirus

PRESS AND MEMBERS OF THE PUBLIC ARE CORDIALLY INVITED  
PLEASE CONTACT THE CLERK FOR ACCESS DETAILS [clerk.anslowparishcouncil@gmail.com](mailto:clerk.anslowparishcouncil@gmail.com)

The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) Regulations 2020 came into force on 4 April enabling local councils to hold remote meetings until May 2021.

The COVID-19 (Coronavirus) pandemic and the unprecedented Government measures in response to the crisis (eg prohibitions on gatherings, social distancing, self-isolation etc) have meant that the requirement for local authorities to hold public meetings in person cannot be met.

The Coronavirus Act 2020 made provisions to hold remote meetings (s.78).

1. **Welcome and Election of Chair and Vice Chair of Anslow Parish Council for 2020/21**
2. **Review of Standing Orders Document**
3. **Appointment of Chair of Anslow Parish Council Planning Committee for 2020/21**
4. **Signing of the Declarations of Acceptance of Office for above 3 officers**
5. **Apologies for absence**
6. **Public Question Time - 15 minutes (remotely)**
7. **Declaration of Interests – Members to declare any Interests**
8. **To approve the Minutes for the Meeting of Anslow Parish Council on 11<sup>th</sup> March 2020**
9. **Clerk's Report & Correspondence Received**
  
10. **Finance**
  - a) Finance Report for May 2020
  - b) Internal Audit 2019/20
  - c) To review the Balance Sheet and adopt and sign the Accounts for 2019/20
  - d) To approve the Annual Governance Statement, Section 1 of external Annual Return for 2019/20
  - e) To approve the Accounting Statements, Section 2 of external Annual Return for 2019/2020
  - f) Accounts for Payment & Receipts listed overpage
  
11. **Planning Report – Councillor Joyce**
12. **Development Plan 2019/20 - Traffic Calming Project Update**
13. **Councillors' Reports:**

Parish Cllrs, Cllr Phillip White (SCC), ESBC Cllrs Simon Gaskin and Garry Raybould
14. **Close of Meeting**

Next (remote) meeting is 8<sup>th</sup> July at 6.30pm

**(REMOTE) ANNUAL MEETING OF ANSLOW PARISH COUNCIL**  
**Wednesday 6th May 2020**

**5. Finance (Continued)**

f) Payments for approval & Income Received (Receipts)

<b>Proposed Payments – Payee Details</b>	<b>Amount</b>	<b>Details</b>
John Southwell	£50	Internal Audit
Judy Tjon Soei Len, Clerk	£84.60	Clerk's Expenses
<b>Transfers – None</b>		
<b>Payments already made – Payee Details</b>		
Judy Tjon Soei Len, Clerk	£324.87	Clerk's Salary 8 April 2020
Dimensions Designs	£40.00	2 Footpath Signs
Dimensions Designs	£21. 00	3 Allotment Signs
Staffordshire Parish Councils Assoc.	£228	Annual Subscription
<b>Receipts</b>		
J Tjon Soei Len	£31.00	Refund received for 1 <sup>st</sup> Aid Kit
G Walsh	£22.00	Allotment Rent & Insurance Plots 5a, 5b & 5c
G Hunt	£31.00	Allotment Rent & Insurance Plot 4
C Gilks	£31.00	Allotment Rent & Insurance Plot 5
TSB	£0.08	Interest: Community A/c March 2020
TSB	£0.36	Interest: Savings A/c March 2020
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TSB	£0.36	Interest: Savings A/c April 2020

Issued by *Judy Tjon Soei Len*

**Clerk to Anslow Parish Council**

**Date: 29th April 2020**