

Christow Parish Council

Clerk: Mrs C Retallick, Bagtor Barton, Ilsington, Newton Abbot, TQ13 9RT. Tel 01364 661532

Email: clerk@christowparishcouncil.gov.uk

28th April 2021

To Members of Christow Parish Council

You are hereby summoned to attend the Annual Council Meeting of Christow Parish Council to be held on Zoom on **Tuesday 4th May 2021 at 7.30 pm for the purpose of transacting the following business.**

Members of the public and press are welcome at all council meetings.

Carol Retallick

Carol Retallick, Clerk to the Council

This meeting will be held in accordance with The Local Authorities and Crime Panels (corona virus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 ("the 2020 Regulations") which came into force on 4 April 2020. The 2020 Regulations enable local council to hold remote meetings (including video and telephone conferencing for a specific period until May 2021. The 2020 Regulations apply to local councils' meetings, committee, and sub-committee meeting in England. This meeting will be held via Zoom. Public and Press may join the meeting by using this link –

<https://us02web.zoom.us/j/83420046244?pwd=b3RsYzhWd3BpTERGMDZNOzBCQndBZz09>

Meeting ID: 834 2004 6244

Passcode: 089855

Telephone access:- 44 203 481 5237

ANNUAL COUNCIL MEETING AGENDA

1) Election of Chairman

- Invite nominations and elect a Chairman for the year.
- Receive the Declaration of Acceptance of Office by the Chairman.

2) Election of Vice Chairman

3) Appointment of signatories for cheque payments.

4) Appointment of Committees and working parties

- Finance Committee
- Personnel Committee
- Complaints & Appeals Committee
- Lightsman (working party)
- Skate & Play Park weekly written checks (working party)

5) Appointment of Representatives to Attend Meetings of Outside Bodies

- Teign Valley Community Hall
- Teign Tennis Trust
- Teign Valley Museum Trust
- Dartmoor National Park Forum
- CLT
- Teignbridge Association of Local Councils (TALC)
- Devon Association of Local Councils. (DALC)

6) Council Meetings - to confirm dates of meetings till May 2022

Commencement of Council Meeting.

1) Apologies and Acceptance for Absence:

2) Declarations of Interest:

 In accordance with the Code of Conduct,

3) Minutes – to approve and sign the Minutes of the meeting held on the 6th of April 2021.

4) Council Documents - to review and adopt the Standing Orders, Internal Control Policy, Financial Regulations, Terms of Reference for committees, Fixed asset, Code of Conduct, Risk Assessments and Email consent.

5) Insurance - to consider the quotations and agree a policy for council insurance.

6) Accounts and Internal audit: - to review and sign the annual return for external audit

7) FINANCE: Expenditure:	Clerk's salary	= £ 522.29
	HMRC	= £ 59.20
	SHS Ltd	= £ 354.96
	SW Ground Maintenance	= £ ???
	Insurance	= £ tba
	Instant Ink for council printer	= £ 3.49
	TDC – Emptying of bins	= £ 1402.80

E Fairs Lengthsman duties (see report)

= £ 242.38

2894.53

Income: TDC Precept first payment = £9724.85

Bank Reconciliation and Statement: The Chairman had checked the invoices, paying-in book, cheque book and bank statement against the reconciliation statement with the clerk. Reconciliation and bank statement circulated to all councillors prior to the meeting.

**The next Council meeting is on Tuesday 1st June 2021, at 7.30pm
in the Bowden Room.**