

# Sapperton Parish Council

Councillors are summoned to a **BRIEF ONLINE MEETING** of the Parish Council to be held via 'Zoom' on **TUESDAY 14 JULY at 7.00pm**

**Please note duration of Zoom meeting is 40 minutes only**

## AGENDA

### 1. Apologies

### 2. Minutes of June Zoom meeting (to be approved and signed by Chair at a later date)

### 3. CDC and GCC Cllr Reports

3.1 CDC Ward Councillor Julia Judd – Attendance via Zoom to be confirmed

3.2 GCC Cllr Stephen Hirst – Attendance via Zoom to be confirmed

### 4. Public Forum

**Any Parishioner wishing to participate via Zoom, please contact the Clerk 01285 760 276 for the internet link and password for the meeting.**

### 5. Finance Report

**ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR): TO BE PUBLISHED NO LATER THAN 31 AUGUST 2020**

#### 5.1 To agree and approve Annual Statements:

Full Council to agree the Annual Statements. Chair and RFO to sign the Annual Statements Section 1 of the AGAR

#### 5.2 To agree and approve Annual Return:

Full Council to agree figures on completed form. RFO and Clerk to sign the Annual Return Section 2 of the AGAR

#### 5.3 RFO to apply for exemption from External Audit

as allowed for PC's with less than £25,000 in gross payments or gross receipts. PKF must Receive Exemption by 31/08/2020

#### 5.4 PC to approve documentation - RFO to provide the following to Councillors ahead of meeting

- Bank reconciliation
- Summary of accounts
- Copy of Fixed Assets Register

#### 5.5 Notice of Public Inspection Period

PC to set date for two-week Public Inspection Period. Interim Regulations permit the Public Inspection Period to commence no later than Tuesday 1 September

5.6 RFO to advise of payments due

5.7 PC to approve payments of account

**6 Planning- PC to review current planning applications and resolve to comment as appropriate**

**7 Clerk's Report**

**8 Parish Councillor Reports**

Barbara (Babs) Maloney, Parish Clerk, Ph: 01285 760276