**BURROUGH GREEN PARISH COUNCIL**

**The next meeting of the Parish Council will be held on Monday 27th July 2020,**

**commencing at 7.30pm, via Zoom**

**AGENDA**

**Public Forum:** DUE TO THE CURRENT COVID-19 GOVERNMENT RESTRICTIONS THE MEETING WILL NOT TAKE PLACE IN PUBLIC BUT WILL BE HELD REMOTELY. MEMBERS OF THE PUBLIC ARE WELCOME TO JOIN THE MEETING VIA ZOOM.

**TO ACCESS GO TO** [**https://zoom.us/join**](https://zoom.us/join)**, ENTER THE MEETING ID NUMBER: 233 390 1270 & THE PASSWORD 5J6ekm**

MEMBERS OF THE PUBLIC WILL ONLY BE ABLE TO MAKE COMMENTS OR ASK QUESTIONS DURING THE PUBLIC FORUM AND WILL BE ASKED TO MUTE THEIR MICROPHONES DURING THE MEETING, TO PREVENT BACKGROUND NOISE INTERFERENCE.

**1. Apologies for Absence**

**2.** **Declarations of Members’ Interest**

Receive disclosures of pecuniary and prejudicial interests on matters to be considered at the meeting.

**3. To approve the Minutes of the Parish Council Meeting held on 27th January 2020**

**4. APPOINTMENT OF COUNCILLOR RESPONSIBILITIES & REPRESENTATIVES ON OUTSIDE BODIES**

**5. APPOINTING OF RESPONSIBLE FINANCE OFFICER**

**6. i) ADOPTION OF ANNUAL GOVERNANCE STATEMENT (AGAR Sect.1) 2019/20**

 **ii) ADOPTION OF INTERNAL AUDIT REPORT 2019/20**

**7. i) TO RECEIVE & APPROVE THE END OF YEAR ACCOUNTS FOR 2019/20**

 **ii) ADOPTION OF THE ANNUAL ACCOUNTING STATEMENT (AGAR Sect.2) 2019/20**

 **iii) COMPLETION AND SIGNATURE OF THE CERTIFICATE OF EXEMPTION (AGAR) 2019/20**

**8. TO REVIEW BUDGET REPORT AND ADOPT THE BUDGET FOR 2020/21**

**9. TO REVIEW AND ADOPT THE ASSET REGISTER 2020/21**

**10. i) TO REVIEW AND ADOPT STANDING ORDERS AMENDED July 2020**

 **ii) TO ADOPT THE ADDENDUM TO STANDING ORDERS June 2020**

**11. TO REVIEW AND ADOPT FINANCIAL REGULATIONS AMENDED July 2020**

**12. TO REVIEW AND ADOPTION OF FINANCIAL RISK ASSESSMENT 2020/21**

**13. REVIEW EFFECTIVENESS OF INTERNAL AUDIT PROCEDURE & APPOINTMENT 2020/21**

**14. TO CONSIDER ANY ANNUAL DONATIONS 2020/21**

**15. Planning Matters (*Formal Resolution of Comments Submitted):***

1. **Formal Approval of the ACV Application – The Bull Pub, Burrough Green.**
2. **19/01221/FUL Amended –** *No Objections submitted 2nd April 2020*
3. **20/00472/VAR –** *No Objections submitted 20th April 2020*
4. **20/00505/FUL –** *No Objections submitted 22nd May 2020*

***For Consideration):***

1. **20/00808/RMA - Reserved matters - appearance, landscaping and layout for five single storey dwellings with detached garages Location: Site to West of 10 - 20 Sheriffs Court, Burrough Green -** *Additional topographic information and updated heritage statement*

**16. Correspondence**

To consider any items of correspondence which require a response from the Parish Council.

**17**. **Finance & Policies**

1. Parish Council Bank Balances and Reconciliation from list of Payments and Receipts April-June 2020
2. Cheques for signing and approval and to authorise payment of outstanding invoices
3. Approval of cheques signed & payment of outstanding invoices between meetings
4. Approval & Adoption of Playground End Year Accounts 2019/20 & Decision to close account and transfer funds to PC Account

**18. Reading Rooms Committee Report/Update**

**19. Items for the next Meeting to be held Monday 28th September 2020 at 7:45pm. Venue to be Confirmed**

\*Except where members of the public have been excluded due to the confidential nature of the business, any person may film, photograph, audio record or use social media to report on meetings of the Council, including any public comment and/or questions. Persons intending to report are requested to give notice before the start of the meeting to the Clerk or Chairman of the Council to enable reasonable facilities to be afforded.

**COUNCILLORS SUMMONS TO ATTEND MEETING - PRESS & PUBLIC INVITATION TO ATTEND**

 Mrs. Vicky Bright, Parish Clerk / Proper Officer 22/07/2020