



Theydon Bois Parish Council

Parish Office, The Village Hall, Coppice Row,
Theydon Bois, Essex CM16 7ER

Clerk to the Council: Mrs Jennifer Endean
Admin Assistant Clerk to the Council: Mrs Julia Gale

To: Members of Theydon Bois Parish Council

You are hereby summoned to attend the **virtual meeting** of Theydon Bois Parish Council, which will be held on **Thursday 28th May 2020 at 8.15 pm**, utilising the Zoom Communications Services to transact the business shown in the Agenda below.

Meeting Link: <https://us02web.zoom.us/j/84667973804>

Meeting ID: 846 6797 3804

Password: 180071

CHANGES TO MEETINGS DURING THE CORONAVIRUS SITUATION

The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 came into effect on 4th April 2020. This enabled Parish and Town Councils to hold electronic meetings.

Theydon Bois Parish Council will participate in electronic meetings, following our Standing Orders and Financial Regulations as closely as practically possible. Electronic meetings will be open to the public in public session, minuted and recorded in accordance with ordinary Council legislation.

Press and Public Participation: A meeting code will be publicly displayed to allow access to the public sessions. Members of the press and public who are not able to connect remotely will have the opportunity to input through the Parish Clerk in advance of the meeting.

Mrs Jennifer Endean
Clerk to the Council

FULL COUNCIL MEETING AGENDA

1. Election of Chairman

1.1 To Propose and Second nominations for the office of Chairman of the Council and, if there is more than one nominee, to vote thereon

1.2 To execute the declaration of acceptance of office of Chairman of the Council

2. Election of Vice-Chairman

2.1 To Propose and Second nominations for the office of Vice-Chairman of the Council and, if more than one nominee, to vote thereon

3. Co-option of new Councillors

3.1 To co-opt new Councillors onto the Full Parish Council.

3.2 To discuss and approve the membership of Committees.

4. Apologies for Absence

5. To discuss & approve the Minutes of the Parish Council Meeting held on Thursday 30th April 2020.

6. Disclosure of Interests with regard to specific items on the Agenda

(existence of any Disclosable Pecuniary Interest, or existence and nature of Other Pecuniary Interest or a Non-Pecuniary Interest). The Council has adopted the Essex Public Law Partnership Code of Conduct.

7. Public Participation session with regard to specific items on the Agenda

8. Police Liaison

9. Clerk's Report – Correspondence

10. Reports from Parish Council representatives on outside organisations

11. Reports from District and/ or County Councillors

12. Finance and General Purposes Committee

- 12.1 To receive an update on Finance & General Purposes matters since the last Meeting
- 12.2 To approve the payments made since the last meeting
- 12.3 To adopt the Parish Council Risk Register for 2020
- 12.4 To appoint a Councillor who is not on the Finance Committee to review the bank reconciliations prepared by the Finance Officer on a Quarterly basis.
- 12.5 To Accept a donation of £175 from the Buxton Trust towards waste disposal costs at the Allotments.
- 12.6 Approval of the Council's Accounts for the year ended 31st March 2020.
- 12.7 To note the Internal Auditor's report.
- 12.8 To receive and approve Sections 1 (Annual Governance Statement); and
- 12.9 Section 2 (Accounting Statements) of the Annual Return (AGAR) for the Council for the year ended 31st March 2020.

13. Planning Committee

- 10.1 To receive an update on planning matters since the last Meeting

14. Highways, Cemetery and Environment Committee

- 11.1 To receive an update on Highways, Cemetery and Environment matters within the Village.
- 11.2 "Red Route" Temporary Parking Restriction.

15. Community Liaison Committee

- 12.1 To receive an update on Community Liaison matters within the Village.
- 12.2 To discuss installation of defibrillator at the Cricket Pavilion.
- 12.3 To receive an update on the total expenses incurred with respect to the cancelled VE Day celebration event.

16. Any Other Urgent Business for report (without decision)

Please note that no decisions can be lawfully made under this item. The Local Government Act 1972 section 12 10 (2) (b) states that business must be specified; therefore the Council cannot lawfully raise matters for decision.

17. Public Participation session with regard to items of interest to the Parish

Signed: Jennifer Endean Clerk to the Council Dated: 22th May 2020