

NOTICE OF SOUTH WALSHAM PARISH COUNCIL MEETING

You are hereby invited to attend the South Walsham Parish Council Meeting on
Monday 28th June 2021 at 7.30pm at South Walsham Village Hall, School Road, South Walsham
Members of the press and public are invited to attend

Information for Members of the Public:

1. It is intended this meeting will take place outside South Walsham Village Hall subject to social distancing measures applicable on that date. Name and contact details must be given to the Clerk for track and trace procedures.
2. If the meeting has to be held inside, masks are to be worn (unless an exemption applies); hand sanitiser should be used before entry; seats will be placed 2m apart where possible – do not move any furniture on arrival or during the meeting; doors and/or windows will be open for ventilation so please come suitably prepared. The number of participants is limited to the capacity of the main hall at the venue.
3. No printed copies of this agenda will be provided unless a specific request is made to the Clerk before 4pm on Monday 28th June 2021.
4. Anyone experiencing any coronavirus symptoms, awaiting test results, self-isolating or with a positive test result should not attend the meeting. Please consider your own safety and whether attendance at this meeting is necessary, especially if deemed vulnerable.

Aileen Beck

Aileen Beck - Parish Clerk
23rd June 2021

AGENDA

1. ATTENDANCE

To note those participating and to consider apologies for absence.

2. DECLARATIONS OF INTEREST AND DISPENSATIONS

To consider any dispensations.

3. MINUTES OF PREVIOUS MEETING

To confirm the accuracy of the minutes of the Parish Council Meeting held on 7th June 2021.

4. INTERNAL AUDITOR

- 4.1 To receive the report of the internal auditor dated 17th June 2021 and to note the recommendations state "land is in the process of registration" and that "all records presented in excellent order".
- 4.2 To approve payment of the internal audit fee of £120.

5. ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN 2020/2021

- 5.1 To confirm and approve Section 1 Annual Governance Statement to be signed by Chair and Clerk.
- 5.2 To confirm and approve Section 2 Accounting Statements to be signed by Chair - already signed by the Responsible Financial Officer.

6. PUBLISHING REQUIREMENTS

To note Clerk to publish Notice of Public Rights and unaudited Annual Governance and Accountability Return on 29th June with an inspection period of 30th June 2021 to 10th August 2021 on website and extracts on noticeboards

Next scheduled meeting: 5th July 2021