

Exbourne with Jacobstowe Parish Council.

Clerk: Miss Alice Turner, ExbournewithJacobstowepc@gmail.com / 01837 83484

Notice is hereby given that the Annual Meeting of Exbourne with Jacobstowe Parish Council will take place on Wednesday 5th May 2021 at 8:15pm via Zoom.

This meeting is being held virtually in accordance with The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020.

All Councillors are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted as set out hereunder.

Members of the public & press are welcome to attend.

Login information:

www.zoom.us Meeting ID: 818 4630 6189 Meeting Passcode: 640556

Click the following link to [JOIN ZOOM MEETING](#)

[Find your number to phone in to the meeting \(fees may apply\)](#) ID & Passcode as above.

Please note that the meeting will be recorded from item 1.5.21 onwards by the Clerk.

AGENDA

1.5.21: Welcome.

Chair of the Council to open the meeting and give brief explanation of meeting protocols including a reminder that the Clerk will be recording the meeting to aid with the preparation of minutes.

2.5.21: Election of Chair

To include arrangements for signing of declaration of acceptance of office forms.

3.5.21 Election of Vice-Chair

To include arrangements for signing of declaration of acceptance of office forms

4.5.21 Apologies for absence:

Resolution required to approve apologies (with reasons) made to the Clerk prior to the meeting.

5.5.21 Declarations of Interest:

Councillors are invited to declare any interests they may have in any items to be considered at this meeting, including the nature of the interest. They are also reminded to consider whether in the light of recent activities any items within their Register of Interests should be updated.

6.5.21 Public Speaking Time:

Members of the public are invited to speak on issues on this Agenda, raise issues for future consideration, or other matters which the council has some control over during this item on the Agenda. Members of the public may not speak during other items of Parish Council business unless invited to do so at the chair's discretion.

7.5.21: To receive report from County & Borough Cllrs.

- a) County Cllr James McInnes
- b) Borough Cllrs Lois Samuel & Barry Ratcliffe

8.5.21 Governance Documents & Policies

Cllrs to consider/review the following documents (available from the Clerk):

- a) EJPC 001 Standing Orders V2.0 – New Version
- b) EJPC 002 Code of Conduct V2.0 – New Version
- c) EJPC 003 Financial Regulations V2.0 – New Version

d) EJPC 004 Scheme of Delegation V1.0 R1

e) EJPC Annual Planner 2021 -2022

9.5.21 Annual Review and approval of:

- a) Annual Subscription to NALC/DALC £130.98
- b) Cllrs membership on Internal & External groups (See Meeting support Document)
- c) Asset register (See Meeting support Document)
- d) To Review and Approve the Council's insurance. To be presented at the meeting.

10.5.21 Current & New Business:

- a) Discussion on website – Note that quote will be discussed under Part II (Clerk/Chair)

11.5.21 Finance: Clerk to present documents for this item at the Meeting.

- a) To approve financial schedule of payments as presented by the Clerk.
- b) To receive Year-End Budget Report

12.5.21 Cllr reports and Items for future agendas:

Councillors are requested to use this opportunity to report minor matters of information not included elsewhere on the Agenda and to raise items for future Agendas.

Cllrs are respectfully reminded that this is not an opportunity for debate or decision making.

13.5.21 Confirmation of next meeting date:

The next meeting will be on 29th June 2021 at 8pm in Exbourne Village Hall (subject to Covid restrictions/guidance in force at the time).

14.4.21 Part II Public Bodies (Admission to Meetings) Act 1960 s1(2).

- a) Resolution to move the council to part II due to the commercially sensitive nature of the item under discussion.

Under the Appendix to Standing Orders, 8b: Each councillor present shall declare that there are no other persons present who are not entitled to be (hearing or seeing), and/or recording the meeting.

- b) Quotes for Website re-design.
- c) Resolution(s)

Alice Turner

Alice Turner – Proper Officer & R.F.O.

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