**Gresham Parish Council**

**NOTICE OF MEETING**

**Members of the Council**

You are summoned to attend the Annual Meeting of Gresham Parish Council which will take place virtually at Gresham on

**Wednesday 5th May 2021 at 7.30pm**

The Public may virtually attend this Parish Council meeting

Please contact the Clerk for a link

**S. H. Hayden**

Clerk of the Parish Council

23rd April 2021

**A G E N D A**

1. To elect the Chairman of the Council – signing of Acceptance of Office after meeting

2. To elect the Vice Chairman

3. To consider and accept apologies for absence

4. To receive any declarations of interest from Members

5. Public questions, comments or representations

*(on matters connected with this Agenda – limited to four minutes per person and twenty minutes in total at discretion of the Chairman)*

6. To approve the minutes of the meeting held on 10th March 2021

7. Matters arising from minutes

8. Reports from District Councillor and County Councillor

9. Regulatory

9.1 To review all policies and risk assessments for Gresham Parish Council.

9.2 To review the Parish Council’s insurance policy and approve payment of premium

10 Planning

10.1 To discuss and make observations on any applications received after the date of this Agenda

10.2 Update on other applications:

*PA/21/0292 Telecommunications development comprising installation of a 25m high lattice tower with 3 annennas on a 6m x 6m concrete slab with ancillary development within 1.8m high fenced compound – Sewage Works, Chequers Road, Gresham*

*PF/21/0657 Single storey rear extension and enlargement of dormer window – Broom House, Sustead Road ,Lower Gresham*

11. Finance

11.1 To receive list of actuals against budget, balance sheet, bank reconciliation and explanation of variances to 31.3.20

11.2 To consider and approve the Annual Governance and Accountability Return as follows:

To complete the Certificate of Exemption

To receive the Annual Internal Audit Report 2019-20

To approve section 1 Annual Governance Statement

To approve section 2 Accounting Statements

11.3 To approve list of payments

12. Village Park

12.1 To discuss and approve costs for work to Pavilion

12.2 Update on any other Park matters

13. To approve style and costs of Noticeboard for Lower Gresham

14. To deal with any correspondence

15. Any other matters for information only or next Agenda

16. To fix the dates and times of ordinary meetings of the Council for the ensuing year