

Stoke Rochford & Easton Parish Council

Chairman: TBC

Email: TBC

Parish Clerk: Mrs E Wilson

Email: stokerochfordpc@gmail.com



Dear Councillor

You are hereby summoned to attend the **Annual Meeting of Stoke Rochford & Easton Parish Council** (this annual meeting is rolled over from May 2020) on **Tuesday 18th May 2021 at 6-30 p.m.**

There is a brief 'Open Session' where members of the public can air views on matters pertaining to the parish prior to main agenda.

Signed *E Wilson*

AGENDA

1. **Chairman's Welcome Remarks** - Our previous chair may do the welcome
2. **Apologies**
3. **Election Chairman & declaration of acceptance of office (to be nominated and seconded)**
4. **Election Vice Chairman & declaration of acceptance of office (to be nominated and seconded)**
5.
 - i **Acceptance of Office for councillors** - Clerk
 - ii **Disclosable Pecuniary Interests** - Clerk
6. **Disclosure of interest in agenda items**
7. **To approve Minutes of meeting held on the 16th March 2021**
8. **Clerks Report**
 - a. **End of Year Finance Comparison 2020-21**
 - b. **Website/IT**
9. **Finance & Year End Audit - Annual Governance & Accountability Return (AGAR) 2021-21** - Clerk
 - a. **Certificate of Exemption (Page 3)**
 - b. **Confirmation Internal Audit Report completed – 10/05/21 (Page 4)**
 - c. **Section 2 – Confirm Accounting Statement 2020/21 has been certified by Responsible Financial Officer (Clerk) - 11/05/21 (Page 6)**
 - d. **Section 1 - Annual Governance Statement 2020/21 – to consider and approve (Page 5)**
 - e. **Section 2 – Accounting Statements 2020/21 – to consider and approve (Page 6)**
10. **Village Defibrillators**
 - a. **Stoke (update on defib checks) – Cllr N McCorquodale**
 - b. **Easton – Clerk**
11. **Grit Bins** - Any update on replenishment
12. **Correspondence** (circulated)
 - a. **Fix My Street Development Update**
 - b. **Police Crime Commissioner Annual Report 20-21**
 - c. **Grantham Southern Relief Road - May update**
 - d. **Highways update Colsterworth Rural ED 01/05/2021 - Cllr Bob Adams (if in attendance) to feedback with follow up on both the traffic lights (Skillington on Crabtree Lane) and requested 'walk around' with Rowan Smith.**
13. **Planning** (circulated 8th April via email) – listed for record only
 - a. **S21/0593 Equestrian manège, Rochford House, Village Street, Stoke Rochford.**
14. **Accounts for payment – April & May 2021**
 - a. **Clerks Salary/AL Pay Apr & May 2021** £542.84 000415
 - b. **Expenses. Apr & May 2021** £102.00 000416
 - c. **Addesee-Smith Limited (Internal Auditor)** £ 54.00 000417
 - d. **ICO (Information Commissioners Office – GDPR)** £ 40.00 000418
 - e. **Zurich Insurance** £202.25 000419

Total **£941.09**
15. **Next meeting Date, Location**