

Felsham Parish Council

To Members of the Council: YOU ARE HEREBY SUMMONED to attend the ANNUAL MEETING of FELSHAM PARISH COUNCIL, which will be held in Felsham & Gedding Village Hall on Tuesday 18th May 2021 to follow the Annual Parish Meeting for the purpose of transacting the following business:

Members of the Public. Members of the public are welcome to attend and may address the council during public forum.

Agenda

1. **Nominations and election of Chair**
2. **Acceptance of office of new Chair**
3. **Nominations and election of Vice Chair**
4. **To receive apologies for absence.**
5. **To receive member's declarations of interest in accordance with the councils Code of Conduct for the items on the agenda and to receive any requests for dispensations relating to Discloseable Pecuniary Interests**
6. **To sign the minutes of the Parish Council meeting of 20th April 2021 as a true record.**
7. **To Coopt the Councillor vacancy**
8. **To receive a report from Cllr Penny Otton**
9. **Public Forum.**
10. **Clerks Report.**
11. **To appoint Officers including;**
 - a. Conservation Officer
 - b. Footpath Officer
 - c. Tree Officer
12. **To appoint representatives to outside bodies, including;**
 - a. Village Hall Committee
 - b. Playingfield Committee
 - c. Felsham Charity Trustees
13. **To approve the Meeting Schedule for 2021/2022**
14. **To adopt Covid 19 Risk Assessment for Public Meetings**
15. **Planning.**
 - a. To consider any applications received including;
 - b. To note any decisions made by MSDC including; DC/21/01329 Erection of summerhouse – Maiden Hall, Cockfield Road
16. **Finance.**
 - a. To approve and complete the Annual Governance Statement 2020/2021 Section 1 of the Annual Governance and Accountability Return.
 - b. To approve the Accounting Statements for the year ending 31st March 2021 and complete Section 2 of the AGAR
 - c. To approve the RFO's Finance report for May 2021
 - d. To authorise payments as appropriate including; Defib batteries £47.94, Clerk salary & Exp, Zoom £28.78, Salc Subs £265.12, EAAA £25.00, Mid Suffolk CAB £75.00, SARS £25.00, EACH £25.00, Headway £25.00, Westcotec £3360.00 (Portable Speed Indicator Device)
 - e. To review Asset Register and insurance provision and approve renewal policy - £321.00 per year or £304.95 each year for 3 years).
17. **Village Maintenance:**
 - a. To receive a report from the Tree Officer
 - b. To consider any matters reported.
18. **Conservation Area:**
 - a. To receive a report from the Conservation Officer.
 - b. To consider any matters reported
19. **Footpaths:**
 - a. To receive a report from the Footpath Officer.
 - b. To consider any matters reported.
20. **Correspondence -** To consider any correspondence tabled.
21. **Local Housing Needs Survey -**
22. **Matters to be brought to the attention of the council.**

Clerk *Mark Bloomfield*

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Please visit our village website at www.felsham.onesuffolk.net