



COSBY PARISH COUNCIL

Clerk: Mr Les Phillimore
76 Springwell Lane
Whetstone
Leicester
LE8 6LT

Telephone: 07802 303936
clerk@cosbyparishcouncil.org.uk

NOTICE IS HEREBY GIVEN that the **ANNUAL MEETING** of Cosby Parish Council will be held via **ZOOM remote web conferencing** on **Thursday 21st May 2020 at 7.30pm** for the transaction of business set out in the agenda below and Members are summoned to attend.

Internet link to join the public meeting <https://zoom.us/j/94794292068>

Meeting ID: 947 9429 2068
Password: 747675

Dial in - 0330 088 5830 United Kingdom

Dated this 11th day of May 2020

L M Phillimore

Clerk to the Parish Council

AGENDA

1. Virtual meeting protocol (Parish Manager)
2. To elect a Chairman of the Parish Council and to record their Declaration of Office.
3. To receive apologies for absence
4. To elect a Vice Chairman of the Parish Council and to record their Declaration of Office
5. To receive disclosures of members' interests (i.e. the existence and the nature of those interests in respect of items on this agenda)
6. **In response to the The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020**
 - a) To consider and adopt updated Standing Orders for Cosby Parish Council
 - b) To consider and adopt updated Financial Regulations for Cosby Parish Council

- c) To approve the Clerk and RFO as being authorised to make single authority payments via BACS
 - d) To approve the issue of a bank payment card (Debit Card) with use restricted to section 6.18 of Cosby Parish Councils financial regulations.
7. Chairman's report and welcome
 8. To receive and sign the minutes of the meeting held on 19th March 2020
 9. To receive and approve the financial reports for the month ending 31st March 2020 and 30th April 2020, including income and expenditure, budget year to date, balance sheet and to record the virtual signing of the bank reconciliation for the same period.
 10. Public Participation – **a)** Public Speaking Protocol – Requests received by the protocol deadline to be reported by the Clerk to the Parish Council with detail of the agenda item to which they relate. **b)** The meeting will be suspended to allow members of the public to make representation about items that are not on the agenda. All requests must be made to the Clerk prior to the meeting.
 11. To receive any reports from County / District Councillors
 12. To consider any Memorial applications
 13. Correspondence received.
 - a) Email – resignation of Parish Councillor
 - b) Email – Leicestershire County Council – grass cutting
 - c) Emails – parishioner, Parish Council arboreal policy
 14. Annual Review:
 - a) To appoint Members to Working Parties for the ensuing year
 - b) To nominate representatives to outside bodies
 - c) To approve membership of bodies, clubs and societies
 - d) To confirm key holders for the Parish Council
 - e) To confirm cheque signatories
 - f) To confirm electronic payments approval signatories via email
 - g) To declare the total number of electors for the Parish of Cosby and the permissible S137 expenditure limit for 2020/21. (2,764 X £8.32 = £22,996.48)
 - h) To approve the car mileage allowances for 2020/21
 - i) To confirm the status of Trustees for Parish Council administered Charitable Trusts.
 15. To receive the Clerk's General Report and Updates
 16. To receive any updates on Village Projects
 17. To confirm the date of the next meeting as Thursday 18th June 2020