

**OFFICIAL NOTICE OF A
MEETING OF SHADWELL PARISH COUNCIL
TO BE HELD
On Monday, 21st June 2021 at 7.00pm
In the Recreation Centre, Holywell Lane**

AGENDA

1. **Chairman to open the meeting.**
2. **To receive any apologies and approve reasons for absence.**
3. **Declarations of Interests** – to disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-18 of the Members’ Code of Conduct. Also, to declare any other significant interests which Members wish to declare in the public interest, in accordance with paragraphs 19-20 of the Members’ Code of Conduct.
4. **Finance**
 - i. **Annual Governance and Accountability Return (AGAR) 2020/21 (copied to cllrs)** – to confirm by resolution that the Parish Council has considered the items listed in section 1 of the return and that there is a sound system of internal control in place, including appropriate arrangements for the preparation of accounting statements. Section 1 to be signed by the Chairman and countersigned by the Clerk.
 - ii. **Internal Audit** – to note that the internal audit was completed on 20th May 2021 and that the auditor has agreed that all relevant internal control objectives were achieved during the year (**auditor’s letter copied to cllrs**).
 - iii. **Annual Accounting Statements (Section 2 of the AGAR)** – to approve the Annual Accounting Statements for 2020/21. Section 2 to be signed by the Chairman once approved and to be countersigned by the Clerk in his capacity as Responsible Financial Officer.
5. **Future Meetings:**
 - Planning Committee** – Monday, 12th July at 6:30pm
 - Full Council** – Monday, 12th July at 7:00pmBoth meeting will be held in the Recreation Centre on Holywell Lane
6. **Chairman to close the meeting.**

Members of the Council are summoned to attend this meeting. Meetings are open to the press and public except for any specific items where they are excluded by resolution under section 1 of the Public Bodies (Admission to Meetings) Act 1960. The press and public may not speak when the Council is in session.

M. S. Woods, Clerk to the Council
Tel: 0775 171 8483
Email: clerk@shadwell-parish-council.org

Date: 14th June 2021