

DEFFORD & BESFORD PARISH COUNCIL

Clerk: Lynne Yapp 36 Abbey Road, Pershore, Worcs WR10 1JP Tel: 01386 552233 (Office Hours)

Notice is given of a meeting of Defford & Besford Parish Council at 7:00pm on Wednesday 16th June 2021 at 7pm Meeting in **Besford Village Hall** Please note this is purely to approve audit documents unless parishioners have anything specific, they would like to raise. Normal meetings to resume in July

ELECTION OF CHAIR / VICE CHAIR

OPEN FORUM – Opportunity for Parishioners to ask questions / raise issues. We encourage participation from Parishioners through the meeting if they so wish

1. APOLOGIES

2. DECLARATIONS OF INTEREST

Declarations of Interest:

- Register of Interests: Councillors are reminded of the need to update their register of interests.
- To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
- To declare any Other Disclosable Interests in items on the agenda and their nature.
- Written requests for the council to grant a dispensation (S33 of the Localism Act 2011) are to be with the clerk at least four clear days prior to a meeting.

Councillors who have declared a Disclosable Pecuniary Interest, or Other Disclosable Interest which falls within the terms of paragraph 12(4) (b) of the code of conduct, must leave the room for the relevant items.

3. APPROVAL OF MINUTES from meeting on 16th March 2021

4. FINANCE

- Approval of receipts and payments to 10th June 2021 (made since last meeting)
- Payments for authorisation:

SO		Clerks Expenses	15.00
SO		Clerks Salary	268.04
1228		Lengthsman March 20/21	312.00
1229		Lengthsman Expenses	50.00
1230		Salary Shortfall April	39.16
1231		Cheque Cancelled	
1232		Teak Oil - Playground	23.51
1233		Zoom / SLCC Subs.	45.26
1234		Insurance	422.43
1235		Subscription	586.41
1236		Payroll Services	95.40
SO		Clerks Salary	307.20
SO		Clerks Expenses	15.00
1237		Grass Cutting	652.50
1238		Lengthsman April	144.00
1239		Street Lighting Transfer	359.66

- Approval of Year end Accounts – circulated to Cllrs
- Annual Governance & Accountability Return Part 2– Internal Audit – Clerk to report
- Annual Governance & Accountability Return Part – Certificate of Exemption – *to approve*
- Annual Governance & Accountability Return Part 3 – Section 1 Annual Governance Statement – to approve
- Annual Governance & Accountability Return Part 3 – Section 2 Accounting Statements – to approve

5. PROGRESS REPORTS SINCE LAST MEETING

6. DATE OF NEXT MEETING: