



28th April 2021

Councillors, you are hereby summoned to attend the virtual Meeting of the Parish Council on **Wednesday, 5th May 2021 immediately following the Annual Parish Meeting (starting at 7:30pm)**

Councillors are asked to notify the Clerk of any matters they wish to raise at the meeting in order that a supplementary agenda can be issued if appropriate. Please send apologies prior to the meeting to Mrs D Robins, Clerk.

Members of the public welcome!

Join Zoom Meeting

<https://us02web.zoom.us/j/89118717138?pwd=NDZnZHZ3NGZ2dGFrRGphZXJRMlpFQT09>

Meeting ID: 891 1871 7138

Passcode: Odell

Signed: D Robins, Clerk

AGENDA

- 1 **Election of Chairman**
To elect Chairman for the ensuing year
- 2 **Election of Vice-Chairman**
To elect Vice-Chairman for the ensuing year
- 3 **Apologies**
- 4 **Appointment of Councillor Responsibilities and Representatives**
 - Highways
 - Footpaths and ROWs
 - Playground
 - Planning
 - Village Hall
- 5 **To review internal controls, procedures and policies including:**
 - Standing Orders
 - Financial Regulations
 - Health & Safety
 - Risk Assessment
 - Data Protection Procedure/GDPR
 - Eligibility for General Power of Competence

- 6 **Proposed Meeting Dates for 2021/2022**
7th July, 1st September and 3rd November 2021
5th January, 2nd March and 4th May 2022

Public Participation

[At this point in the meeting, members of the public may, at the discretion of the Chairman, address the Council, ask questions of the Council or request items to be included for the next Agenda for consideration.]

7 **Disclosures of Interests**

Members are invited to declare any personal or prejudicial interests they may have in any items on the Agenda for this meeting in accordance with the Council's Code of Conduct for Members.

8 **Minutes**

To consider approving the Minutes of the Parish Council Meeting held on Wednesday, 3rd March 2021 (Copies previously circulated)

9 **Matters Arising from Minutes**

10 **Neighbourhood Plan Update**

11 **Reports**

1. Borough Councillor Field-Foster
2. Odell Village Hall
3. Crime Statistics

12 **Portfolio Reports/Updates**

1. Highways
2. Footpaths/ROW
3. Playground
4. Planning

13 **Listing of The Old Watermill – Update**

14 **Finance**

1. To approve invoices for payment and to note any income
2. To receive information regarding the current financial statement including Year End Accounts 2020/2021 with Internal Audit review
3. To approve the Parish Council's exemption from limited assurance review
4. To approve Annual Governance Statement for 2020/2021
5. To approve Accounting Statements for 2020/2021
6. To review insurance arrangements for 2021/2022 cover
7. To review memberships to professional bodies
8. To approve arrangements for Play Area annual inspection

Matters Arising from Correspondence/AOB

Date of Next Meeting

Wednesday, 7th July 2021 at 7:30pm in Odell Village Hall [tbc]

Please note: Minutes are available on our website or by request from the Clerk. This agenda is correct at time of publishing but may be subject to change. Please check our website for any amendments or updates on: www.odell-pc.gov.uk