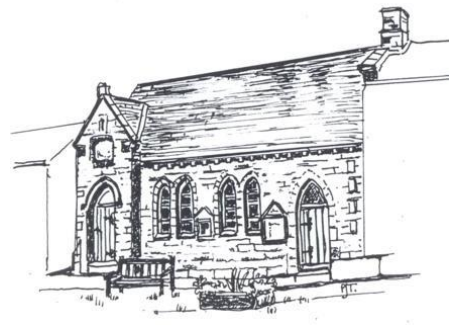


## HAMPSTHWAITE PARISH COUNCIL



You are invited to attend the Annual Meeting of Hampsthwaite Parish Council to be held on  
**Wednesday 5th May 2021 at 6.00pm via a remote link using Zoom.**

### Join Zoom Meeting

<https://us02web.zoom.us/j/81250404622?pwd=MW1renZ5R0hEeTNHN0t1Yk9oTTISUT09>

**Meeting ID: 812 5040 4622**

**Passcode: N3tZiS**

Members of the public and press are invited to attend and may address members of the Council during the item set aside for public participation. This will take place at the start of the meeting when 15 minutes will be set aside for members of the public to address the committee on matters relevant to the meeting within the following rules:

- (a) Members of the public wishing to speak are to have given prior notice to the Parish Clerk
- (b) Any member of the public invited to speak will be permitted to speak for no more than 5 minutes
- (c) In the event of more than 3 members of the public wishing to address the committee then priority will be determined by subject matter

**Protocol on audio/visual recording and photography at meetings:** Recording is allowed at Parish Council Meetings; subject to compliance with the Council's protocol on audio/visual recording and photography at meetings.

The business to be transacted at this meeting is shown below.

Rebecca Crabtree  
Parish Clerk  
27/04/2021

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### AGENDA

**2122/001 To elect the Chairman of the Council and to receive the Chairman's Declaration of Acceptance of Office.**

**2122/002 To elect the Vice Chairman and to receive the Vice Chairman's Declaration of Acceptance of Office.**

**2122/003 Introduction from the Chairman**

**2122/004 Public Participation**

**2122/005 To receive any apologies and approve reasons for absence**

**2122/006 Declaration of Interests**

- a) To receive any declarations of interest not already declared under the council's code of conduct or members Register of Disclosable Pecuniary Interests
- b) To receive, consider and decide upon any applications for dispensation

**2122/007 To confirm the minutes of the full council meeting held on Wednesday 28<sup>th</sup> April 2021 as a true and accurate record.**

**2122/008 Financial matters:**

- a) To approve the schedule of payments
- b) To approve the bank reconciliation and budget reconciliation for the year ended 31<sup>st</sup> March 2021
- c) To approve the Asset Register
- d) To certify Hampsthwaite Parish Council as exempt from external audit for fiscal year 2020/2021
- e) To note the Annual Internal Audit Report for 2020/2021 included at page 4 of the Annual Governance and Accountability Return 2020/2021
- f) To approve Section 1 - Annual Governance Statement 2020/2021 for Hampsthwaite Parish Council on page 5 of the Annual Governance and Accountability Return 2020/2021
- g) To approve Section 2 - Accounting Statements 2020/2021 for Hampsthwaite Parish Council on page 6 of the Annual Governance and Accountability Return 2020/2021
- h) To approve the publication of documents required by Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015, and the Transparency Code for Smaller Authorities. This includes:
  - Certificate of Exemption
  - Annual Internal Audit Report 2020/2021
  - Section 1 – Annual Governance Statement 2020/2021
  - Section 2 – Accounting Statements 2020/2021
  - Analysis of variances
  - Bank Reconciliation to 31 March 2021
  - Notice of the period for the exercise of public rights and other information required by Regulation 15 (2), Accounts and Audit Regulations 2015.

**2122/009 To confirm the date of the next meeting**