

Barrington Parish Council

Clerk: Mrs Tan Marchant
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Cllr J Bainbridge
Cllr S Cleal
Cllr J de Haldevang
Cllr A Hope
Cllr A Watson

7 May 2021

Dear Councillors,

The Annual Meeting of **BARRINGTON PARISH COUNCIL** will take place on **Friday 14 May 2021 at 7.00 p.m. in the Reading Room, Little Barrington.** Members of the Public and Press are invited to attend.

DUE TO ONGOING COVID RESTRICTIONS, FACE MASKS ARE TO BE WORN AND HAND SANITISING AND SOCIAL DISTANCING MUST BE FOLLOWED.

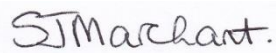
AGENDA

Apologies

- 1 Election of Chairman 2021/22
- 2 Appointment of Vice-Chairman 2021/22
- 3 Appointment of Responsible Financial Officer 2021/22
- 4 Declarations of Interest in any items on the agenda.
- 5 Adjournment of 15 minutes for members of the public to raise issues.
- 6 Minutes of the Meeting held on 11 December 2020 for Approval.
- 7 Minutes of the Meeting held on 12 March 2021 for Approval.
- 8 Division of Councillor Responsibilities:-
 - a. Highways, Traffic Management, Speed Watch and Burford weight restriction
 - b. Planning Applications
 - c. Noticeboards
 - d. Emergency Plan
 - e. Community & Neighbourhood Watch
 - f. Winter arrangements (grit storage, bins and distribution)
 - g. Fly-Tipping
 - h. Defibrillators (Great & Little Barrington, 1st Aid Training)
 - i. Maintenance (benches, PO Box, notice boards)
 - j. Events:-
 - i. Post Covid
 - ii. WRVS (24 Jul 21)
 - iii. Strim, Stream & Soup (Sep 21)
 - iv. Advent Drinks
 - v. Village Clean-Up (2021 & 2022)
- 9 Planning Matters – for noting.
- 10 Annual Review of Policies:-
 - a. Code of Conduct
 - b. Risk Management
 - c. Internal Controls
 - d. Assets Register

- 11 Annual Return 2020/21:-
 - a. Certificate of Exemption – 2020/21 – for Approval.
 - b. Internal Audit Report 2020/21- for Approval.
 - c. Annual Governance Statement 2020/21 at Section 1- for Approval.
 - d. Accounting Statements 2020/21 at Section 2 - for Approval.
- 12 Financial Matters:-
 - a. Payments Listing – see attached
 - b. Annual Financial Statement 1 April 2020 to 31 March 2021 for noting.
 - c. New Bank Mandate – for approval and signature.
- 13 Parish & Community Events and Forthcoming Meetings.

Yours faithfully,

A handwritten signature in black ink that reads "S. Marchant". The signature is written in a cursive style and is enclosed in a light blue rectangular box.

Mrs Tan Marchant
Barrington Parish Clerk