

WESTERLEIGH PARISH COUNCIL



NOTICE OF ANNUAL FULL PARISH COUNCIL MEETING

This virtual 'Zoom' meeting is on Thursday May 6th 2021 at 7pm

Join Zoom Meeting

<https://us02web.zoom.us/j/89044956711?pwd=Sndmb1NpcWw3ZVdDTzZ1M085Y3BPZz09>

Meeting ID: 890 4495 6711

Passcode: 536861

Members of the public joining the meeting should join before 7pm, activate their video camera and remain 'on mute' unless they have made prior arrangements with the Parish Clerk to speak.

AGENDA

1. Welcome & Introduction
2. Apologies for absence
3. Election of Chair
4. Election of Vice Chair
5. Signing of Acceptance of Office by Chair
6. Declarations of Interest under the Localism Act 2011 relating to this meeting
7. Reports from South Gloucestershire Councillors on matters relating to the Parish
8. Pre-arranged items from members of Public
9. Parish Councillor Reports – written submissions, taken as read with questions taken as necessary
10. Council to Approve Minutes of Full Council meeting held on April 19th 2021
11. Council to NOTE annual updated insurance Policy Schedule with Zurich

12. Clerk/RFO to report on 2020/21 Finances
13. Council to approve Section 1 of the Annual Return – Annual Governance Statement 2020/21 for Westerleigh PC
14. Council to receive Internal Audit report
15. Council to approve accounts for the year ending 31st March 2021
16. Council to approve section 2 of the Annual Return – Accounting Statement 2020/21 for Westerleigh PC
17. Council to approve Period for the Exercise of Public Rights for 2020/21 Accounts
18. Council to consider matters arising from internal audit
19. Council to NOTE receipt of APRIL 2021 Finance documentation
20. Council to consider requirements for Committees, Sub Committees or Advisory Groups

Appointment to:	Number required	Term of Office	Appointees
Planning Committee	All Councillors	To May 2023	All Councillors
Environment & Leisure Committee	Min of 5	To May 2022	
Finance & General Purpose Committee	Min of 5	To May 2022	
Staffing Committee (Sub-group of F&GP)	Min of 3	To May 2022	

21. Council to consider appointments to outside bodies

Appointment to:	Number required	Term of Office	Appointees
Joint Parishes Consultative Committee (JPCC)	2	To May 2022	
Henfield Hall Management	1	To May 2022	
Coalpit Heath Village Hall (Miners Club) Management Committee	1	To May 2022	

Westerleigh Village Hall Management Committee	2	To May 2022	
Youth working Group	2	To May 2022	
Avon Pension Fund	3 Authorised contacts in addition to RFO	Ongoing	<i>(ideally Chair of PC; Chair of F&GP; & Chair of Staff Committee)</i>
Avon Local Councils Associations (ALCA)	1 PC representative	To May 2022	<i>(ideally Chair)</i>

22. Council to consider Planning Applications (other than those dealt with under COVID-19 Standing orders) Applications & comments are listed on: <http://www.westerleighparishcouncil.org.uk/parishioners-planning/>
P21/01970/F Conversion and addition of mezzanine floor to existing workshop to form annexe/work space ancillary to main dwelling. Petherton House 7 South Avenue Yate South Glos BS37 5JA
23. Consultations
SGC Consultation - A432 Kendleshire Crossroads Safety Scheme
24. Correspondence/Communication with Westerleigh Parish Council:
From SGC:
Other received items
Meetings
25. Council to receive information from Clerk regarding ongoing matters and approval where relevant
26. Council to consider RESOLUTION to continue with COVID-19 Delegated Powers to the Clerk and to continue dealing with Grant Applications & Planning Applications by email until June 14th meeting
27. Council to consider process for Payments & Planning Applications once face-to-face meetings resume, and approve any changes needed to Standing Orders and Financial Regulations
28. Items considered urgent or exempt by the Chairman
29. Guidance for attendees on return to Face to Face meetings
30. Dates of future meetings
- Environment & Leisure Committee May 24th 7pm Westerleigh Village Hall
 - Parish Council Meeting June 14th 7pm Westerleigh Village Hall

S Simmons **5th May 2021**