

# BURSTALL PARISH COUNCIL MEETING

Monday, 8 March 2021, 7.30pm

To All Parish Councillors

You are hereby summoned to attend the Parish Council meeting to be held on Monday, **8 March 2021**, scheduled for 7.30pm, when the following business will be transacted.

The meeting will be held remotely in accordance with the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

As a member of the public, if you would like to attend the meeting, please contact the Clerk by 12pm on Monday, 8 March 2021 for meeting log-in details.

*Mrs S Frankis*

Mrs S Frankis, Clerk to the Parish of Burstall, RFO & Proper Officer

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## AGENDA

- 1 APOLOGIES: to RECEIVE and APPROVE apologies for absence
- 2 DISPENSATIONS: to RECEIVE any Declarations of Interest or to APPROVE such dispensation requests
- 3 COMMENTS: to CONSIDER comments from residents of the Parish on current agenda items
- 4 REPORTS: to RECEIVE the reports from the County and District Cllrs
- 5 MINUTES: to RECEIVE and CONFIRM the minutes of the Parish Council meeting held 11 January 2021
- 6 MATTERS ARISING: to CONSIDER matters arising from the minutes of the Parish Council meeting held 11 January 2021
- 7 PLANNING: to NOTE any planning decisions, including any received after publication of this notice
- 8 FINANCE:
  - i) to APPROVE the following payments:

Salaries (January & February 2021)	(LGA1972, s139)	£598.04
Acott Landscapes – grass cutting March – October 2020		£1,650.00
  - ii) to AGREE the January and February 2021 Budget and Precept Reports

- 9 INTERNAL CONTROL REPORT: to RECEIVE and AGREE the Internal Control Statement as at 31 March 2021
- 10 RISK STRATEGY: to AGREE the Risk Management Strategy 2021
- 11 RISK ASSESSMENT and MANAGEMENT (FINANCIAL): to AGREE the Risk Assessment and Management (Financial) for the period 1 April 2020 to 31 March 2021
- 12 CO-OPTION POLICY: to ADOPT a Co-option Policy
- 13 INTERNAL AUDITOR: to AGREE to continuing appointment of Heelis & Lodge
- 14 ANNUAL PARISH COUNCIL MEETING: to AGREE re-vised date of the Burstall Parish Council Meeting (in accordance with SALC guidance)
- 15 NEXT MEETING: to AGREE the date and time of the next Parish Council meeting
- 16 MATTERS RAISED BY MEMBERS: to CONSIDER matters raised by members

Sue Frankis, Clerk to the Parish of Burstall  
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