16th June 2020.

Dear Councillor, a meeting of the Parish Council will be held via a scheduled video meeting Monday 22nd June 2020 at 7.30pm. It will be conducted using the Zoom video conferencing solution.

Members of the public should contact the Clerk to the Council for details on how to connect to the meeting.

Brendan V. Gibbs
Clerk to the Council

AGENDA

1. Apologies for absence.
2. Declarations of Interest.
4. The Chairman’s report.
5. Minutes: To confirm the minutes of the meeting held on the 9th March 2020 and the Annual Council meeting held on the 4th May 2020.
7. Grant Applications – Grant applications have been received from:
   Citizen’s Advice New Forest – Report B.
8. To consider the structure and membership of the Parish Council’s Staffing Panel for the municipal year 2020-21 – Report C.
   a) To note that the Internal Auditor has carried out a review of the Parish Council’s accounts for the year ended 31st March 2020 and has completed an audit report.
   b) To approve the End of Year Accounts for the year 2019-20.
   c) To approve the annual governance statement - Section 1 on page 4 of the Annual Governance & Accountability Return (copy to be tabled at meeting).
   d) To approve the accounting statements for 2019-20 - Section 2 on page 5 of the Annual Governance & Accountability Return (copy to be tabled at meeting).
   e) Authorise the Chairman and Clerk to sign Section 1 and Chairman and RFO to sign Section 2 of the Annual Governance & Accountability Return.
   f) To approve publication of the Public Rights of Inspection form 2019-20.

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11. Orders for Payment June 2020 – Appendix A and Report E.
12. Income & Expenditure as at 31st May 2020 – Appendix B.
13. Income & Expenditure against Budget as at 31st May 2020 – Appendix C.
14. Balance Sheet as at 31st May 2020 – Appendix D.
15. Bank Reconciliations as at 31st May 2020 – Appendix E.

16. Committee minutes to be received as follows:

Planning: 2\textsuperscript{nd} March & 11\textsuperscript{th} May 2020.
Policy & Resources: 24\textsuperscript{th} February 2020.
Amenities: None to receive.

Councillors should note that there were no Parish Council meetings held in April 2020.

17. Exempt Business: To pass a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press from the discussion of the following matters where publicity might be prejudicial to the special nature of the business.

At this meeting these matters include to approve the exempt minutes from the Parish Council meeting of the 9\textsuperscript{th} March 2020 and to discuss two personnel items.

Members of the Press and Public are welcome to attend any meeting of the Parish Council. These rights are enshrined in the Public Bodies (Admission to Meetings) Act 1960 and the Openness of Local Government Bodies Regulations 2014.

All in attendance should be aware that filming, photographing, recording, broadcasting or transmitting the proceedings of the Council may occur during the meeting.