



**GISLINGHAM
PARISH COUNCIL**



Working for our Community

**Clerk: Ms Jane Challis
75 Shelfanger Road
Diss, IP22 4EH
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I hereby give notice of the **ANNUAL PARISH COUNCIL MEETING** which will be held via video link (Zoom) on **Tuesday 4th May 2021 commencing after the Annual Village Meeting which starts 6.00pm.**

Councillors are summoned to attend. The Press and the Public are invited to attend.

Residents are welcome to join the meeting. Following Government Guidelines, we are currently not permitted to meet in person. Please contact the Parish Clerk for an email invite to the meeting which will be held remotely via video link (Zoom) clerk@gislinghamparishcouncil.com

J Challis
Parish Clerk
28th April 2021

AGENDA

- 1** To elect the Chair of Gislingham Parish Council
- 2** To elect the Vice Chair of Gislingham Parish Council
- 3** To sign Acceptance of Declaration of Office
- 4** To consider and approve apologies for absence
- 5** To receive Declarations of Interest on Agenda Items
- 6** To consider Requests for Dispensations on Agenda Items
- 7** To resolve the draft minutes of the Parish Council Meeting (via Zoom) held on Monday 26th April 2021 are a true and correct record
- 8** Matters Arising/Update on actions from the 26th April 2021 meeting
- 9** Report from County Councillor
- 10** Report from District Councillor
- 11** Public Participation Session (15 minutes set aside)
- 12** To discuss if Councillors wish to form a Planning Committee
- 13** To discuss if Councillors wish to form a Finance Committee
- 14** To confirm Councillors who are members of the Staffing Panel
- 15** To Set Dates for meetings to the year ending April 2022
 - Monday 17th May 2021
 - Monday 21st June 2021
 - Monday 19th July 2021
 - Monday 16th August 2021
 - Monday 20th September 2021
 - Monday 18th October 2021
 - Monday 15th November 2021
 - Monday 20th December 2021
 - Monday 17th January 2022

Monday 21st February 2022

Monday 21st March 2022

Monday 18th April 2022

16 Chair's Report

17 Clerk's Report

18 RFO's Report to include:

- Current Account Balance 31/03/21
- Deposit Account Balance 31/03/21
- Income 2020/21
 - HMRC Vat reclaim
 - Mid Suffolk District Council (CIL)
 - Mid Suffolk District Council (Precept)
- Grants and Donations awarded 2020/21
- Accounts 20/21 Approved by Full Council

19 Business Plan 2021/2022

20 Date of the next Parish Council meeting