

IDE PARISH COUNCIL

Parish Clerk: Mel Liversage, 20 Little Johns Cross Hill, EX2 9PJ
Chair: Nick Bradley, Small Ridge House, The Green, Ide, EX2 9RT

From: Mel Liversage
To: Residents of Ide Parish

29 April 2021

**The Chair invites you to attend the Annual Parish Meeting to be held at
7.30pm. on Wednesday 5 May 2021 by Zoom online conferencing**

AGENDA

1. The Chair's Annual Report
-

IDE PARISH COUNCIL

From: Mel Liversage
To: Members of Ide Parish Council:

29 April 2021

You are duly summoned to participate in the Annual Meeting of Ide Parish Council which will be held directly after the Annual Parish Meeting, which starts at at 7.30pm, on Wednesday 05 May 2021 by Zoom online remote conferencing

The meeting will be held in public by making it available on Zoom.
Please see below under Public Participation for details

Please note: this meeting may be recorded.

Public Participation before the Parish Council meeting.

There will be a period set aside for public participation using Zoom prior to the start of the Parish Council meeting, along the same lines as when the Council meets in person. Residents are invited to give their views and question the Parish Council on items on this agenda, or raise issues for future consideration, at the discretion of the Chair.

How to attend a Parish Council meeting as a member of the public remotely using Zoom.

Covid-19 restrictions mean that we continue to meet remotely, in public. You can speak at or attend a meeting as a member of the public by installing Zoom on a smartphone or a computer with audio and microphone. To join the meeting, please contact the clerk at least 24 hours before the meeting by email or phone (see details at end of this notice). We will add you to the Zoom guest list, and send you the login and password details.

AGENDA

1. Apologies

2. Minutes of last meeting

To consider the approval of the minutes of 13th May 2020.

(see Ide Village website)

3. Appointment of Officers and Committees for 2021/2022

Appointment of the following: present appointments in square brackets []

- Chair [Nick Bradley]
- Vice-chair [Pete Bishop]
- Treasurer – [Mel Liversage] RFO
- Internal auditors – [Alison Marshall]
- External auditors – [PKF Littlejohn] assigned
- Planning committee [Pete Bishop, chair, Rachel Herbert, Mark Thomas]
- Cemetery co-ordinators – [Mel Liversage, Sarah Tiley]
- School and Play Area liaison – [Mark Thomas and Laura Bell]
- Tree wardens – [Pete Bishop and Mark Thomas]
- Memorial Hall representative – [Paula Burton-Perrett and Jessica Paine]
- Footpath wardens – [Andy Swain]
- Allotment co-ordinator – [Nick Bradley]
- Website co-ordinator – [Ben Ervine]
- Defibrillator monitor- [Brenda Mosedale]
- Cheque signatories - [Nick Bradley, Pete Bishop, Andy Swain]
- Electronic Bank Authorisation- [Nick Bradley, Jessica Paine, Pete Bishop]

Working Group Members:

Covid-19 and Emergency Planning Group [PB, PBP]

Weir Meadow WG: [NB, JS, MT]

Pynes Community Orchard WG: [NB, JS, MT]

Joint Projects Fund Raising Group: [NB, JS]

Climate Emergency and Environment: [AS]

4. Finance Report: (Clerk)

- a) Treasurer's Financial Report for year ending 31 March 2021 **Paper 1 Annual**
- b) To approve Year end accounts 2020/2021 **Paper 2 Annual**
- c) To agree annual sum for allocation to the Village Fund, previously £500

5. Annual Internal Audit: (Clerk)

- a) To receive and consider Annual Internal Audit Report, by internal auditor, Alison Marshall, 23 April 2021 **Paper 3a and 3b Annual**
- b) Certificate of Exemption - AGAR (Annual Governance and Accountability Return) 2020/21
Part 2: Chair and RFO to sign and complete **Paper 4 Annual**
- c) To review and complete Annual Governance statement for 2020/2021 **Paper 4 Annual**
- d) To review and approve Accounting Statements 2020/21 **Paper 4 Annual**

6. Dates for 2021/2022 Parish Council meetings, on third Wednesday of odd months:

2021: 21 July, 15 September, 17 November;

2022: 19 January, 16 March & 18 May.

This meeting will be followed immediately by the regular May Parish Council meeting

NOTE: Contact details for residents wishing to speak before, or to follow the meeting on Zoom:

Clerk – Mel Liversage 01392 259024 ideparishclerk@gmail.com

Chair – Nick Bradley 01392 420616 ncabradley@gmail.com