

LITTLE GLEMHAM PARISH COUNCIL

To members of the Council: Your attendance is required at the next meeting of Little Glemham Parish Council which will be held on **Tuesday 7 July 2020 at 8.00 pm** using Zoom

Conference joining details below

Alistair Besly, Parish Clerk

Topic: Little Glemham PC Meeting

Time: Jul 7, 2020 08:00 PM London

Join Zoom Meeting

<https://us04web.zoom.us/j/3213601360?pwd=cCtVZDA4Mm5wTzZvNTM5Vm41NWdDdz09>

Meeting ID: 321 360 1360

Password: LGPCJuly20

AGENDA

Attendees

From the Council

Apologies

Declaration of Interest

Notes and Actions

Agenda Item	Description	Actions and Agreements	Owner	Complete by date
1	Appointment of Deputy Chair			
2	Year End Audit Requirements			
		Review of Earmarked reserves (general reserve should be no more than 9 months budget)		
		Approval of Annual Governance Statement (P5 of the Annual Governance and Accountability Return)		
		Approval of Year End Accounts (R and P Summary)		
		Approval of the Accounting Statement (P6 of the Annual Governance and Accountability Return) Figures from the R&P Summary		
3	Ratification of Authority to pay Mills and Reeve Invoice of £3,600			
4	Agree additional cheque signatory. Currently it is only Claire, Frank and Phillip			
5	Approval to pay ICO (Information Commission Office) Data Protection Fee £40			
6	AOB			