

WIGGINTON PARISH COUNCIL

The Old School, Mill Lane, Wigginton, York YO32 2PU
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To Members of the Parish Council

29 April 2021

You are summoned to attend the Annual Meeting of Wigginton Parish Council to be held on **Wednesday 5th May 2021 at 19:30** by zoom.

Members of the press and public are invited to join this virtual meeting. Those present will, if desired, be given an opportunity to speak regarding an item on the agenda during the Open Forum.

Link:

<https://us02web.zoom.us/j/86917718156?pwd=bjFqMHN4QTBxbXd4R29UbENlQkEzUT09>

Meeting ID: 869 1771 8156

Passcode: 531999

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Karin de Vries
(Clerk)

AGENDA ANNUAL MEETING

21/001 Chairman's welcome

21/002 To receive nominations and elect the Chairman for 2021/22 and for the Chairman to sign the Declaration of Acceptance of Office.

21/003 To receive nominations and elect the Vice Chairman for 2021/22.

21/004 Apologies

1. To receive apologies for absence given in advance of the meeting
2. To consider the approval of reasons given for absence

21/005 To remind councillors to remind their Register of Interest within 28 days of any change occurring.

21/006 To receive any declarations of interest and any requests for dispensation.

21/007 To receive nominations and appoint members to the following Committees and representative bodies:

1. Finance Committee (6)
2. Environment Committee (5)
3. Haxby & Wigginton Cemetery Committee (4)
4. Churchfield Open Space Committee (2)
5. Haxby & Wigginton Youth & Community Association (1)
6. Wigginton Sports & Playing Fields Association (2)
7. Poor & Towns Land Committee (2)

8. Old School Management Committee (2)
9. Haxby and Wigginton Traders Association (1)
10. Yorkshire Local Councils Association

21/008 To review the Council's Governance and policies including:-

1. To ratify the Standing Orders reviewed by the Finance Committee
2. To adopt the new LGA model Code of Conduct

21009 To resolve to renew annual membership of YLCA and SLCC.

21010 To consider annual financial matters:-

1. To ratify the Financial Regulations reviewed by the Finance Committee
2. To ratify the continuation of insurance cover with the same provider for a year.
3. To consider the appointment of an internal auditor for 2021/22.
4. To confirm the Clerk as the Responsible Financial Officer and the carrying out of a risk assessment of the RFO appointment.
5. To ratify the Risk Management Register as reviewed by the Finance Committee
6. To receive the bank reconciliation for the year end.
7. To consider and confirm the continuation of direct debits instructions for 2021/22.
8. To resolve to update the bank mandates for HSBC and Skipton BS if necessary.
9. To approve the Annual Governance Statement for the year ended 31 March 2021 and to note that the Chairman signs the Annual Governance Statement 2020/21.
10. To approve the Accounting Statements for 2020/21 and to note that the Chairman signs the Accounting Statement 2020/21.
11. To set the period for the exercise of public rights and to agree the publication on the website and notice board of the Notice of the period for the exercise of public rights and a declaration that the accounting statements are as yet unaudited together with the Annual Internal Audit Report, the Annual Governance Statement and Accounting Statements for 2020/21.

21/011 To consider dates, times and places for ordinary meetings for the full council for the year.