



I hereby give notice that the Annual meeting of Towednack Parish Council will be held at  
**CLEDRY MEADOW, NANCLEDRA on Tuesday 18<sup>th</sup> May 2021 at 7.00pm**

All members of the Council are summonsed to attend the meeting, to which press & public are invited unless the Council otherwise directs. Business transacted will be according to the agenda below.

**Dated: 13<sup>th</sup> May 2021**

**Signed: ..... Clerk**

## **A G E N D A**

- 1. To note those Present and to receive any Apologies**
- 2. To appoint a Chairman for 2021-22**
- 3. To appoint a Vice-Chairman for 2021-22**
- 4. The Chairman & Vice-Chairman to sign their Declaration of Acceptance of Office**
- 5. Councillors to sign their Declaration of Acceptance of Office**

### **5. Financial Matters**

- a) To consider and approve the RFO's Annual Accounts for 2020/21
- b) To consider and approve the Fixed Asset Register for 2020/21
- c) To receive the Internal Auditor's Report for the Annual Governance Accountability Return (AGAR) 2020/21
- d) To consider and approve the AGAR 2020/21 Part 2 Certificate of Exemption
- e) To consider and approve the AGAR 2020/21 Part 2 Section 1 Annual Governance Statement
- f) To consider and approve the AGAR 2020/21 Part 2 Section 2 Accounting Statements

**N.B.** *Having reviewed the Government's COVID-19 roadmap, the Council agreed at their meeting on the 27th April 2021 that they would not return to indoor, face to face meetings during May. However, following elections on the 6th May 2021, the Council is required by law to hold its Annual Meeting within 14 days of the new Councillors taking office. As such, we are taking the slightly unusual step of holding our Annual Meeting outside in Cledry Meadow in order to elect our new Chair and conduct other essential business that requires an "in person" decision before the end of June 2021*

*We will keep our forward meeting programme under review. Currently, it is expected that we will return to meeting as normal in June 2021 but a decision on this will be taken on this at a later date and in with reference to current guidelines.*