

Dear Councillors,

**You are summoned to attend:
Whalley Parish Council Meeting
Thursday 18 June 2020
Held Remotely via zoom
Agenda**

1. Attendance and apologies
2. Declaration of Interests
3. Approval of:
 - *Minutes of the Parish Council Meeting held on 20 February 2020 (attached)*
 - *Summary of Reports/Actions approved by Whalley Parish Council during COVID Lockdown (attached)*
 1. *March Accounts, Payments and Receipts approved remotely*
 2. *April Accounts, Payments and Receipt approved remotely*
 3. *COVID 19 - Emergency Arrangements for Whalley Parish Council – 15 April 2020 approved remotely*
 4. *Replacement of Planters on King Street – Grounds and Garden Committee Members – 1 June 2020 approved remotely*
4. Adjourn the meeting for a period of Public Discussion
5. To receive minutes of other Committees:
 - *Parish Council Planning Committee 20 February 2020 (attached)*
 - *Parish Council Planning Committee 13 March 202 (remote agreement attached)*
 - *Parish Council Planning Committee 19 March 2020 (remote agreement attached)*
 - *Parish Council Planning Committee 19 May 2020 (remote agreement attached))*
6. Reports from Councillors (Information Only)

7. To note the new Government Regulations and consider a proposal from Easy Websites to make the Whalley Parish Council Website Compliant by the Government (emailed proposal circulated prior to meeting – Cost £360 inclusive of VAT to upgrade)
8. To consider a request to fund the installation costs of the notice board for Queen Elizabeth Playing Fields (verbal – Martin Highton)
9. To consider and approve Whalley Parish Council Insurance for 2020/2021
10. To receive and note the Internal Audit Report AGAR by AER Accountants and the Period for Exercise of Public Rights and publication of Unaudited Annual Governance and Accountability Return to set from **Monday 22 June – Friday 31 July 2020** (attached)
11. To note that the External Auditor PKF Littlejohn has selected Whalley Parish Council (as a smaller authority) has been selected for **intermediate review** for the **2019/20** report year as part of the required 5% sample of those that would otherwise be subject to a basic review.
12. To receive, consider and approve **Section 1** of the Annual Government and Accountability Statement for 2019/2020 (attached)
13. To consider and approve the Accounting Statements for 2019/20 **Section 2** of the Annual Governance and Accountability Statement. The Accounting Statements to be signed by the Chairman at the meeting (attached). Bank Reconciliation Statement 2019/20 and Explanation of Variances also attached).
14. To Authorise Accounts, Payments, Receipts & Balances for
 - a) May 2020 (report attached)
 - b) June 2020 (report attached)
15. To accept the Clerks Report for

a) March 2020

b) 20 March – 17 June 2020

16. To approve the date of the next meeting as **Thursday 16 July 2020.**