

Dear Councillors,

**You are summoned to attend:
Whalley Parish Council Meeting
Thursday 18 June 2020
Old Grammar School
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 Section 3 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.**