

East Down Parish Council
Notice of virtual meeting
on Monday 22nd June 2020 at 7.30 pm

Joining Information

To join the Zoom Meeting by hyperlink:

<https://us04web.zoom.us/j/74507158905?pwd=QWZLZEFVeXlXcDNKSWtFaXNVclkyQT09>

or

Meeting ID: 745 0715 8905

Password: 5JLn7K

Please note the meeting is time limited to 30 minutes, allowing 5 minutes for joining preamble, and 5 minutes contingency

AGENDA

1. **Apologies for absence from meeting**
2. **Declaration of Interest/Dispensations**
3. **Public participation**

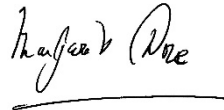
Part ‘A’

4. **Minutes** (confirm and sign minutes of March meeting and April and May 2020 notes)
5. **Matters arising from the minutes** where not on the agenda – may be noted for a future meeting (for information only)
6. **Planning Applications.** none
Decision by Planning Inspectorate: (for information only) none
7. **Audit 2019-2020**
 - (i) **Annual Internal Audit Report 2019/20**
 - (ii) **Year end accounts in the Annual Governance and Accountability Return (AGAR) 2019/20**
 - (iii) **Annual Governance Statement and Accounting Statements**
8. **Certificate of Exemption**
9. **Financial statement of accounts for the year and to agree payments**

Bank balances on 31st May 2020
P3 Account £1156.83
Parish Council Account £7508.06
Authorisation of cheques for payment
Receipts, payment voucher and cheques forwarded to Chairman and Cllr Crossman for signing and posting
Cheque number 000375 to C. Thomas for £82.62 (April and May coronavirus information sheet printing). This would be paid for by the **Covid-19 grant** from DCC.
Cheque Number 000376 to R. Tarr for £93.82 (website hosting etc)
Cheque number 000377 to M. Done for £60.00 (reimbursement of Stevens and Willey audit fee).
Cheque number 000378 to M. Done for £300.00 (1st quarter salary April – June 2020).

10. **Parish Emergency Plan.** The grant from Communities for Devon Resilience for the signs and work by the contractor has now been received. Authorisation to place order (£466.75) for signs to be approved.
11. **Chairman's items**
Drains/gullies needing work. Prioritise work on drains and gullies to be completed by 31st March and funded by Resilience Grant (Emergency Plan)
12. **Correspondence**
13. **Date for next meeting.**

Part 'B' (Confidential Restricted information) None

A handwritten signature in black ink, appearing to read "Margaret Done", written over a horizontal line.

Margaret Done (Clerk to Parish Council)