

Our Ref: MD

28 April 2021

**To: All Members of the Parish Council**

Dear Councillor

You are hereby summoned to attend a virtual Meeting of the Parish Council on **Tuesday 04 May 2021 commencing at 7.00pm** at which the business set out below will be transacted.

Yours sincerely

*MDanby*

**Mary Danby**  
**Parish Clerk**

**PUBLIC FORUM**

Members of the public may observe the meeting and participate in the Public Forum by using Zoom:

<https://us02web.zoom.us/j/81964902337?pwd=emZBUzBSbHRDNnY5Y1YxaHptbFBpUT09>  
Meeting ID: 819 6490 2337      Passcode: 851687

A maximum of 15 minutes will be allocated prior to the commencement of the meeting when members of the public may put questions/comments on any matter in relation to which the Parish Council has powers or duties which affect the area. If you prefer, queries or comments may be emailed to the Parish Clerk ([clerk@shobnallpc.co.uk](mailto:clerk@shobnallpc.co.uk)) no later than noon on Tuesday 04 May 2021 for consideration by the parish council.

**AGENDA**

1. To elect the Chair
2. To elect the Vice Chair
3. To receive apologies
4. To receive Declarations of Interest
5. To receive written applications for dispensations under the Localism Act 2011.
6. To receive Councillors' Register of Interest Forms
7. To consider the Minutes of the meeting held on 27 April 2021
8. To consider matters arising from the previous meeting
9. County Councillor's report
10. Borough Councillors' reports
11. Financial matters
12. To review following policies and documents
13. Internal Audit
14. Annual Governance and Accountability Return 2019/20 (Enclosure 4 – to follow)
15. To consider planning matters
16. To receive questions from Councillors
17. Correspondence and Circulars
18. Items for next meeting

**Date of next meeting:** Monday 21 June 2021 commencing at 7.00pm – venue to be confirmed.