

# **GISLEHAM PARISH COUNCIL**

## **PUBLIC NOTICE**

Members of Gisleham Parish Council **YOU ARE HEREBY SUMMONED** to attend the **ANNUAL GENERAL MEETING OF THE COUNCIL** commencing at 7.00pm on **Monday 17<sup>th</sup> May 2021** to be held in the Village Hall, Gisleham for the purpose of considering and resolving the business set out in the following agenda.

**To Press and Members of the Public:** This meeting is being held in compliance with current guidelines, and advice. You are welcome to attend the meeting, and will be asked to comply with Social Distancing requirements. However, in order to ensure that this can be achieved, if you wish to attend the meeting, you are asked to contact the Clerk, by Friday 14<sup>th</sup> May 2021 in order that the necessary arrangements can be organised.

Derek Ward, Clerk to Gisleham Parish Council   Tel: 01502 517955

## **AGENDA**

1. Welcome by the Chairman., Mr Philip Gillott
2. To pay tribute to Ivan Gilbert, who passed away in 2020 and to welcome Mrs Linda Spendlove, following her co-option on 27<sup>th</sup> January 2021
3. To confirm the Chair and Vice-Chair of the Parish Council
4. To receive apologies for absence.
5. To sign, as a correct record, the minutes of the Annual General Meeting held on 13<sup>th</sup> May 2019.
6. To receive reports from local organisations:
7. To receive, and approve, the audited Annual Accounts to 31<sup>st</sup> March 2021
8. To confirm receipt, and completion, of the Annual Governance and Accountability Return 2020/21.  
The Certificate of Exemption, Annual Internal Audit Report, Annual Governance Statement and Accounting Statements, all to be signed by the Chairman prior to submission to the External Auditor, PKF4HD Littlejohn, 15, Westferry Circus, LONDON E14 4HD  
The Period for the Exercise of Public Rights will be 1<sup>st</sup> June 2021 to 16<sup>th</sup> July 2021.