



Mark Ramshaw
Parish Clerk
62 Trevelyan Place
Peterlee
County Durham
SR8 2NL

Tel: 0790 080 0540

Email: westraintonparishcouncil@yahoo.co.uk

7 May 2021

Dear Councillor

You are duly summoned to attend the Annual Meeting of West Rainton & Leamside Parish Council at 19:00 on Thursday 13th May 2021 at St Marys Church Hall, West Rainton.

Members of the public are welcome to attend but will be required to follow appropriate guidelines relating to COVID19 including wearing a mask inside the building.

Agenda

- 1) Election of Chairman for 2021/2022: Parish Council to elect a Chairman
- 2) Declaration of Office: Declaration of Acceptance of Office to be signed by the Chairman.
- 3) Election of Vice Chairman for 2021/2022: Parish Council to elect a Vice Chairman
- 4) Apologies for absence:
Parish Council to receive and consider any apologies.
- 5) Declarations of Interest:
 - a) To declare any personal interests in items on the Agenda and their nature.
 - b) To declare any prejudicial interests in items on the Agenda and their nature. (Councillors with prejudicial interests must leave the room for relevant items)
- 6) Appointments to Outside Bodies: Parish Council to consider nominations to outside bodies;
 - CDALC Smaller Council Forum
 - Village Partnership

- 7) Public Participation:
Questions to be taken from members of the public for a maximum of 15 minutes in line with the Parish Council's Public Participation policy.
- 8) Minutes: To consider approval of the minutes of the Parish Council Meeting held on 22nd April 2021
- 9) Finance:
Parish Clerk to report on financial position and seek approval for payments due.
- 10) 2021/22 Budget – Parish Council to note revised budget
- 11) Planning Applications:
Parish Council to provide any comments on previously circulated weekly planning notifications from DCC.
- 12) Internal Audit Report 2020/21 – Parish Council to consider Internal Audit Report
- 13) Draft Annual Governance and Accountability Return 2020/21: For Parish Council approval and signature by the Chairman
- 14) Parish Council to consider the timescales for the co-option of the 6 parish councillor vacancies
- 15) Calendar of Meetings – Parish Council to approve the proposed schedule of meetings for the municipal year 2021/22
- 16) General correspondence for consideration: Up to date list to be tabled

Signed:



Mark Ramshaw, Parish Clerk, West Rainton & Leamside Parish Council

Relevant papers for the meeting will be published on the Parish Council's website:
<http://westrainton.parish.durham.gov.uk>.

Members of the public who intend to come along can ask the Parish Clerk for copies in advance - by the working day before the meeting please. These will be issued at the meeting.