

## **NORMANDY PARISH COUNCIL**

**You are hereby summoned to attend a Zoom meeting of  
NORMANDY PARISH COUNCIL  
commencing at 1900 hours on Thursday 11 March 2021  
if you are unable to attend please contact me on  
on 01483 811108 or 07809 331080 or at  
[Leslie.Clarke@normandyparishcouncil.gov.uk](mailto:Leslie.Clarke@normandyparishcouncil.gov.uk),**

The Zoom meeting log in detail is:

<https://us02web.zoom.us/j/86417629730?pwd=aWZyRVFoeHk1Y3Q2Y1M0b0F1WlR0Zz09>

Dated this 5<sup>th</sup> day of March 2021.

Lieutenant Colonel Leslie G A Clarke  
Parish Clerk

### **AGENDA**

#### **MEMBERS OF THE PUBLIC ARE PERMITTED AND CORDIALLY INVITED TO ATTEND**

<b>1</b>	<b>ELECTION OF THE CHAIRMAN AND APPOINTMENT OF VICE CHAIRMAN FOR THE REMAINDER OF THE 2020-2021 LOCAL GOVERNMENT YEAR</b> Members to nominate and elect the Chairman and appoint the Vice Chairman of the Parish Council for the remainder of the 2020-2021 Local Government Year.
<b>2</b>	<b>APOLOGIES FOR ABSENCE</b> Members to receive and accept apologies for absence from Members.
<b>3</b>	<b>DECLARATION OF PECUNIARY INTERESTS BY MEMBERS</b> In accordance with the Revised Local Code of Conduct, Cllrs are required to disclose at the meeting any Disclosable Pecuniary Interest (DPI) that they have in respect of any matter for consideration on this agenda.  Any Cllr with a DPI must not participate in any discussion nor vote regarding that matter and they must also withdraw from the meeting immediately before consideration of the matter.  If the DPI has not been registered the Cllr must notify the Parish Clerk of the details of the DPI within 28 days of the date of the meeting

<b>4</b>	<b>ADJOURNMENT FOR PUBLIC DEBATE - 10 MINUTES</b>
<b>5</b>	<b>SUPPORT AT THE MEETING TO BE PROVIDED BY SALC</b> Members to consider a proposal that support be provided at the meeting by a representative of SALC.
<b>6</b>	<b>MINUTE TAKER – APPPOINTMENT</b> Members to appoint a Minute taker for the meeting.
<b>8</b>	<b>FINANCE AND ADMINISTRATION COMMITTEE</b>
<b>a</b>	<u>Formation</u> Members to consider the formation of a Finance and Administration Committee
<b>b</b>	<u>Membership</u> Members to determine the membership of the Committee.
<b>c</b>	<u>Terms of Reference (TOR)</u> Members to draft the TOR for the Committee.
<b>9</b>	<b>HUMAN RESOURCES AND ADMINISTRATION COMMITTEE</b>
<b>a</b>	<u>Formation</u> Members to consider the formation of a Human Resources and Administration Committee.
<b>b</b>	<u>Membership</u> Members to determine the membership of the Committee.
<b>c</b>	<u>Terms of Reference (TOR)</u> Members to draft the TOR for the Committee.
<b>9</b>	<b>FINANCE</b> Members to consider whether invoices and other bills should be submitted to GBC for payment until the end of Apr 21.
<b>9</b>	<b>BANK MANDATE</b> Members to consider making changes to the Council's bank mandate.
<b>10</b>	<b>PARISH RECORDS</b> Members to consider a proposal to relocate all NPC records to an alternative facility.
<b>11</b>	<b>DATE OF NEXT MEETING</b> Members to determine the date of the next meeting.

The Chairman to propose and Members to agree,

THAT PURSUANT TO SECTION 100A(4) OF THE LGA, THE PRESS AND PUBLIC BE EXCLUDED FROM THE MEETING DURING CONSIDERATION OF ANY MATTER ON THE GROUNDS THAT IT IS LIKELY, IN VIEW OF THE BUSINESS TO BE TRANSACTED OR THE NATURE OF THE PROCEEDINGS, THAT IF MEMBERS OF THE PUBLIC WERE PRESENT DURING THE ITEM(S), THERE WOULD BE DISCLOSURE TO THEM OF EXEMPT INFORMATION IE STAFFING MATTERS, LEGAL MATTERS ETC (AS DEFINED BY SECTION 1001 OF THE ACT) OF THE DESCRIPTION SPECIFIED IN THE APPROPRIATE PARAGRAPH(S) OF THE REVISED PART 1 OF SCHEDULE 12A OF THE LGA ACT 72.

## **12 SUPPORT FOR NPC GOING FORWARD**

Members to consider the support considered necessary for NPC going forward.