

To all Members of the Parish Council:

**The Annual Meeting of Seaton Parish Council will be held remotely (see below\*) on Wednesday 27th May 2020 at 7pm for the transaction of the following business:**

## AGENDA

1. Officer succession planning for 2020/21/Election of officers if required
2. To accept apologies for absence
3. Declaration of interest in items on the agenda
4. Minutes of the previous meeting
5. Matters arising from the Minutes (not on the agenda – for information only)
6. Annual Internal Audit report – Internal Auditor (Sue Fox) in attendance
7. Annual Governance Review & Statement
8. Financial Matters – Presentation of 2019/20 Accounts/Declaration of Exemption from External Audit/signing off Annual Return & Fixed Asset Schedule
  - Accounts update
  - Payments: Retrospective:
    - Odd-jobs - Allotment fence materials;
    - Odd-jobs – Allotment fence invoice balance
    - 1605 Fireworks - VE Day display
    - Insurance Premium 2020/21 payment
  - New:
    - Clerk's Salary review & half-year payment
    - Clerk's 2019/20 Expenses
    - Zoom subscription
    - LRALC – Zoom training
9. Coronavirus Update
10. Thompson's Field: Play area surface/equipment maintenance & development
11. Allotments: Risk assessment
12. Noise nuisance
13. Dog nuisance
14. Correspondence
15. Date of next meeting

John A Hill  
Clerk to the Council Tel: 01536 770463

**\*Join Zoom Meeting**

<https://us02web.zoom.us/j/86310656728?pwd=YlJCdGILQlJVeWtFYmpjTFNWeFAzdz09>

Meeting ID: 863 1065 6728 Password: 698147

Anyone who is unable to join via video link can dial in on the numbers below and enter the meeting ID when prompted – this is a chargeable service at your own cost.

+44 131 460 1196/ +44 203 051 2874/ +44 203 481 5237/ +44 203 481 5240