

# DEOPHAM & HACKFORD PARISH

To Members of the Council

You are hereby summoned to attend the Annual Parish Council meeting of Deopham & Hackford Parish Council which will be held via Zoom (online video conference) on **Wednesday 5<sup>th</sup> May 2021 at 8.00pm.**

The Council welcomes the public and press to its meetings. The public and press are able to address the Council during the Public Participation session.

Please note this meeting will take place via video conference due to the current Coronavirus outbreak and government guidelines. The meeting will be accessible to the public via [www.zoom.us](http://www.zoom.us) and clicking the 'Join Meeting' button. Enter the following details:

**Meeting ID: 865 2914 0662**

**Password: 663023**

Attendees are advised to allow 5 minutes to join the meeting if you do not already have Zoom installed. Zoom is free to use and can be accessed via a laptop, tablet or smartphone.

AGENDA (published 29<sup>th</sup> April 2021)

1. To elect the Chairman for 2021-22
2. Chairman to sign Declaration of Acceptance of Office
3. To elect a Vice-chair for 2021-22
4. To receive and accept apologies for absence
5. To receive declarations of interest in items on the agenda and consider any requests for dispensations
6. To consider the co-option of a Councillor to the casual vacancy
7. To approve and sign the minutes of the Parish Council meeting on 7<sup>th</sup> April 2021
8. To consider extending temporary delegation of powers to the Clerk
9. To report on progress of matters arising from previous meetings and review the action log
10. Finance - To receive the bank reconciliation for March-April 2021 and approve the following payments:

	Payment Description	Amount
10.1	Zurich – Insurance 2021-22	£479.41 (TBC)
10.2	HMRC - PAYE	£7.40
10.3	Jordana Wheeler – Expenses (April 2021)	£57.73

11. To appoint a play area inspector for 2021
12. To consider recent traffic concerns in Deopham
13. To consider forming a working party for the playing field development
14. To consider a request for additional dog bins
15. Correspondence
  - 15.1. Norfolk Citizens Advice Grants for individuals Database
16. Opportunity for Public Participation

*Members of the public are encouraged to submit any questions they may have prior to the meeting by email to the Clerk at [deophampc@gmail.com](mailto:deophampc@gmail.com)*
17. To confirm the date of the next meeting – Wednesday 23<sup>rd</sup> June 2021 at Gralix Hall



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