

Chair of the Council: Cllr Paul Robert

Parish Clerk: Lynn Cantlay

**ANNUAL ASSEMBLY
TUESDAY 4th MAY 2021 AT 7.00PM
TO BE HELD VIRTUALLY VIA ZOOM**

AGENDA

1. Apologies for absence
2. Election of Officers: -
Chairperson
Vice Chairperson
Monitoring Financial Officer
3. Minutes of 2019 Annual Assembly meeting. (These were signed and approved at the June 2019 meeting)
No Annual Assembly was held in 2020 due to Covid-19 Pandemic Lockdown
4. Election of Representatives: -
Staffs Moorlands Parish Assembly
Any other committees
5. Review of Insurance Cover
6. Review of Standing and Financial Orders
7. Review Risk Assessment Document
8. Review of Fixed Asset Register
9. Review of any existing Agreements
10. Review of Data Protection Policy / Media Relations Policy /
Social Media Policy / Safeguarding Policy
11. Meeting dates June 2021 – May 2022
12. Bank Signatories
13. Chairs Report

**THIS MEETING WILL BE FOLLOWED BY THE MAY ORDINARY PARISH COUNCIL
MEETING**

Signed *Lynn Cantlay*
Clerk to the Council

Dated 27th April 2021