

## **Carham Parish Council**

Notice is hereby given that an **Ordinary Meeting** of **Carham Parish Council** will be held within **St Cuthbert's Church, Carham** on **Tuesday 8 September 2020** at **6.30pm**.

**This will be followed by the Annual Assembly Meeting at approximately 7.00pm.**

All Members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted as set out hereunder.

1 September 2020

A Changleng  
Clerk to the Council

### **ORDINARY MEETING AGENDA**

- 1. Chair's Welcome**
- 2. Apologies**
- 3. Declarations of Interest**
- 4. Parishioners' Questions**
- 5. To receive the Minutes of Council Meeting of 14 July and Extraordinary Meeting of 11 August**
- 6. Matters Arising**
- 7. Correspondence**
  - Email from Mr A Franklin re The Allotment Gardens (circulated)*
  - Straker-Smith Farms – Road Drain at Howburn (circulated)*
  - NALC emails (circulated)*
- 8. Local Transport Plan**
  - LTP for 2021/22 to be discussed (circulated)*
- 9. Wark Play Park**
  - Inspector's Report*
- 10. Finance**
- 11. Date of Next Meeting 10 November**

## **ANNUAL ASSEMBLY AGENDA**

- 1. Apologies**
- 2. Chair's Summary of Previous Year**
- 3. To receive Minutes of Annual Meeting of 14 May 2019**
- 4. Appointment of Office Bearers**
- 5. Annual Governance and Accountability Return for 2019/2020**
  - 5.1 to 5.5 Draft copies to be circulated at meeting*
  - 5.1 To consider and agree any actions arising from the report of the internal auditor**
  - 5.2 To approve the Annual Governance Statement**
  - 5.3 To approve the Draft Annual Accounts for 2019/2020**
  - 5.4 To approve the Accounting Statement and Explanation of Variances**
  - 5.5 The Certificate of Exemption was approved on 14 July 2020**
- 6. Approval of Risk Assessment and Register of Assets**
- 7. Appointment of Responsible Financial Officer**
- 8. Appointment of Internal Auditor**